



GAUTENG DEPARTMENT OF EDUCATION

# The Glen High School

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P.O Box 35073  
Menlo Park  
0102  
South Africa

Dear Potential Sponsor

Date: 2 February 2026

My name is Raquel Gomes, and I am the Coordinator of the Robotics Team at The Glen High School. I am reaching out with exciting news and a special opportunity to partner with us on a truly remarkable journey.

We are thrilled to share that our all-girls senior robotics team has been invited to participate in the Canada Cup of Robotics – Niagara 2026, an international championship, taking place from 17-20 June 2026 hosted by FIRST Robotics Canada and Brock University. This invitation is extended only to a select few teams worldwide and reflects the dedication, talent, and perseverance of our young innovators.

Please take a moment to watch the official event trailer below to see the magnitude of this global competition: <https://share.google/e0TjY51b7CZRMzh7r>

Over the past few years, our learners have excelled in multiple robotics competitions, earning several trophies and consistently demonstrating teamwork, creativity, and outstanding problem-solving skills. Their commitment, along with the guidance of our dedicated coach, has made this international opportunity possible.

We are preparing to take 11 team members to Canada including learners, coaches and teachers; but as a public school, the financial requirements are substantial. We are planning to travel from 14–24 June 2026 to accommodate competition days, setup, and team activities. We are therefore seeking sponsorship to help cover essential costs, including:

- Return flights to Canada
- Accommodation and meals
- Local travel and transportation
- Canadian visa application costs
- Competition registration fees
- General travel expenses

Please see Annexure A for a breakdown of the costs.

Your support will directly help our learners experience an international STEM stage — an opportunity that can change their academic futures and inspire other young girls in robotics across South Africa.

In appreciation of your generosity, we will proudly recognise your contribution through:

- Logo placement on team T-shirts, backpacks, banners, and promotional items at the international event
- Acknowledgement on our school website and all robotics-related social media posts
- A formal thank-you certificate from The Glen High School

Should it be more convenient, the school is also able to receive monetary donations directly into its official school bank account. All funds received will be specifically allocated to the Robotics Programme and the Canada 2026 tour and administered in line with the school's financial governance policies. Banking details and reference instructions are provided in Annexure B for your convenience.

The Glen High School is a Registered Public Benefit Organisation (PBO No: 93 000 8082). This means that all qualifying sponsorships and donations can form part of your company's Corporate Social Investment (CSI) portfolio. We are also able to issue Section 18A certificates, allowing your contribution to be tax-deductible with SARS.

Your partnership will not only help us reach Canada — it will empower young South African girls to see themselves as future engineers, coders, scientists, and leaders.

If you would like to partner with us or require more information, I would be delighted to hear from you at 076 038 3205 or [gomesr@theglenhighschool.co.za](mailto:gomesr@theglenhighschool.co.za).

Thank you sincerely for considering our request. With your support, we can make this once-in-a-lifetime opportunity a reality and proudly represent South Africa on a global robotics stage.

Kind regards,



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Mrs C Nel  
Principal



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Miss R Gomes  
Robotics Coordinator



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Mr S Gema  
Robotics Coordinator

ANNEXURE A:

Estimated Cost Breakdown – Canada Robotics Tour (June 2026)

Item	Estimated Cost Per Person (ZAR)	Total Estimated Cost (ZAR) – 11 travellers	Notes
Return flights to Canada	R30 000.00	R330 000.00	Refundable, return flights OR Tambo International – Toronto Pearson International
Accommodation and meals	R17 809.20	R195 901.20	As per host package, for nine nights \$170 CAD per person, per night (\$1 CAD = R11.64)
Canadian visa application costs	R2 153.40	R23 687.40	TRV + Biometrics \$185 CAD per person (\$1 CAD = R11.64)
Competition registration fees	R2 645.45	R29 100.00	\$2500 CAD (\$1 CAD = R11.64)
	= R52 608.05	= R578 688.60	

Current Estimated Cost Per Person or Participant: R52 608.05

Current Estimated Grand Total: R578 688.60

Please note that costs are estimates and subject to exchange rate fluctuations and final quotations.

ANNEXURE B:

Banking Details for Donations

Bank: Standard Bank  
Branch: Hatfield  
Branch code: 011545  
Account number: 011933690  
Reference: Company Name (Robotics Canada)  
Email proof of payment to: [gomesr@theglenhighschool.co.za](mailto:gomesr@theglenhighschool.co.za)  
(CC: [procurement@theglenhs.co.za](mailto:procurement@theglenhs.co.za))

PAYMENTS MUST BE CLEARLY REFERENCED: *Company Name (Robotics Canada)*  
PLEASE ENSURE THAT PROOF OF PAYMENT IS EITHER COPIED (CC'D) TO OR HANDED DIRECTLY TO THE ROBOTICS COORDINATORS.  
PAYMENTS NOT ACCOMPANIED BY PROOF OF PAYMENT WILL NOT BE CAPTURED.