

Letter of Appreciation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

On behalf of [Organization Name], I would like to extend our heartfelt gratitude for your unwavering dedication and exceptional volunteer service on the board. Your contributions have played a vital role in the success of our organization and have made a significant impact in the community.

Your commitment, insights, and leadership have not only helped us reach our goals but have also inspired those around you. We appreciate the time and energy you have invested and the passion you bring to our mission.

Thank you once again for your invaluable service. We are truly grateful to have you as a member of our board. We look forward to continuing to work together towards our shared vision.

Warm regards,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]