

Dear Valued Donor,

Thank you for considering a charitable gift to support our mission. Your generosity helps us make a significant impact in the community. Below are some guidelines to help you in the process of making a donation.

1. Types of Donations

- Cash Contributions
- In-Kind Donations
- Securities and Stocks
- Planned Giving

2. Donation Procedures

To make a donation, please visit our website or contact our office directly. Ensure that you provide:

- Your full name and contact information
- Type of donation
- Donation amount
- Preferred use of funds (if any)

3. Tax Information

All donations are tax-deductible to the extent permitted by law. A receipt will be provided for tax purposes.

4. Acknowledgment and Recognition

We celebrate our donors! You may request to remain anonymous, or choose to be recognized in our publications and events.

5. Questions?

If you have any questions regarding your donation or our guidelines, please feel free to reach out to us at [phone number] or [email address].

Thank you for your support!

Sincerely,
[Your Organization Name]