

# Follow-Up on Your Donation Receipt

Dear [Donor's Name],

We hope this message finds you well. We would like to take a moment to thank you for your generous contribution to [Beneficiary's Name/Organization]. Your support plays a crucial role in helping us achieve our mission of [brief description of mission].

This is a gentle reminder that your donation receipt for the amount of [Donation Amount] should have been sent to you. If you have not yet received it, please let us know, and we can reissue it promptly.

Thank you once again for your kindness and support. We truly appreciate your commitment to making a difference.

Warm regards,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]