

Charitable Contribution Acknowledgment

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

On behalf of [Your Organization's Name], I would like to express our heartfelt gratitude for your generous contribution of [insert donation amount or description of in-kind donation] made on [insert date of donation]. Your support is crucial in helping us achieve our mission of [insert brief description of your organization's mission].

This letter serves as a formal acknowledgment of your charitable contribution. Please retain it for your tax records. No goods or services were provided in exchange for your contribution.

Thank you once again for your kindness and for being a valued supporter of our work. We look forward to keeping you updated on our progress and the impact of your generosity.

Warm regards,

[Your Name]

[Your Position]

[Your Organization's Name]

[Organization's Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]