

# Charitable Donation Verification

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

Thank you for your generous contribution to [Charity Organization's Name]. This letter serves as confirmation of your donation for tax purposes.

**Donation Amount:** \$[Insert Amount]

**Date of Donation:** [Insert Date]

**Donation Method:** [Credit Card/Cash/Check/etc.]

Please retain this letter for your records, as it may be required when filing your taxes. Your support helps us achieve our mission of [brief description of the organization's mission].

Thank you once again for your generosity.

Sincerely,

[Your Name]

[Your Position]

[Charity Organization's Name]

[Charity Organization's Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]