

# Donation Confirmation Letter

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

We are pleased to confirm your generous donation of \$[Donation Amount] to [Organization Name] on [Donation Date]. Your contribution will greatly assist us in [Brief Description of Purpose or Project].

This letter serves as your official receipt for tax purposes. [Organization Name] is a registered 501(c)(3) nonprofit organization, and your donation is fully tax-deductible to the extent permitted by law.

No goods or services were provided in exchange for your donation.

Thank you once again for your generosity and support. Together, we can make a difference!

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]