

Letter of Appreciation

[Your Name]

[Your Title]

[Your Organization]

[Organization Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Donor's Name]

[Donor's Address]

[City, State, ZIP Code]

Dear [Donor's Name],

On behalf of [Your Organization], I would like to express our heartfelt gratitude for your generous charitable endowment gift of [specify amount or details]. Your support plays a pivotal role in helping us achieve our mission to [briefly describe mission].

Thanks to your commitment, we are able to [describe specific impact or project funded by their gift]. We are truly inspired by your generosity and belief in our work.

Your contribution enables us to [mention future goals or upcoming projects], and it makes a significant difference in the lives of those we serve. We value your partnership and look forward to maintaining our relationship in the future.

Thank you once again for your generosity. Should you have any questions or wish to connect further, please do not hesitate to reach out to me directly.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]