

Charitable Contribution Recognition

Date: [Insert Date]

Dear [Donor's Name],

On behalf of [Organization's Name], I would like to extend our heartfelt gratitude for your generous contribution of [amount or description of donation] received on [date of donation]. Your support is invaluable to us, and it plays a vital role in helping us achieve our mission of [insert mission or goal].

Thanks to your generosity, we are able to [insert specific impact of the donation]. It is supporters like you who enable us to make a difference in our community.

Please retain this letter as a receipt for your charitable contribution. Our tax identification number is [Insert Tax ID Number].

Thank you once again for your support. We look forward to keeping you updated on our progress and hope to see you at our upcoming events!

Warm regards,

[Your Name]

[Your Title]

[Organization's Name]

[Contact Information]