

Donation Letter for Used Novels

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Shelter Name]

[Shelter Address]

[City, State, Zip Code]

Dear [Shelter Coordinator's Name],

I hope this message finds you well. I am writing to express my desire to donate a collection of used novels to [Shelter Name]. As an avid reader, I understand the joy and comfort that books can provide, especially during challenging times.

The collection consists of [number] novels across various genres, including fiction, non-fiction, and inspirational literature. I believe these books can provide an escape and a source of inspiration for the individuals residing at your shelter.

Please let me know how I can arrange this donation and if there's a specific process I should follow. I appreciate the important work you do and hope my contribution can bring some comfort to those in need.

Thank you for your time and consideration.

Sincerely,

[Your Name]