

Letter of Appreciation

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

Dear [Donor's Name],

On behalf of [Organization Name], I would like to express our heartfelt gratitude for your generous support towards our literacy initiatives. Your contribution plays a vital role in helping individuals in our community achieve their educational goals and improve their quality of life.

Thanks to your support, we have been able to provide essential resources, including:

- Books and learning materials for underprivileged children
- Training programs for adult learners
- Community workshops promoting literacy skills

Your belief in the transformative power of literacy inspires both our team and the individuals we serve. It is supporters like you who make our mission possible.

We would love to recognize your generosity by featuring your name on our donor wall and including you in our upcoming newsletter. Please let us know if you would like to opt-in to this recognition.

Thank you once again for your commitment to promoting literacy and education in our community. We look forward to partnering with you for future success!

Warm regards,

[Your Name]

[Your Title]

[Organization Name]

[Phone Number]

[Email Address]