

Tax Deduction Information

Date: [Insert Date]

Dear [Donor's Name],

On behalf of [Religious Organization Name], we would like to express our heartfelt gratitude for your generous donation during our recent donation drive. Your support is essential to our mission of [insert mission statement or purpose].

This letter serves as a formal acknowledgment of your contribution, which is fully tax-deductible under the provisions of the Internal Revenue Code. Below are the details of your donation:

- **Donor Name:** [Donor's Name]
- **Donation Amount:** \$[Amount]
- **Date of Donation:** [Date]
- **Purpose of Donation:** [Description of Donation Purpose]

Please retain this letter for your tax records. Your kindness and support allow us to continue our work and make a meaningful difference in our community.

Thank you once again for your generosity. If you have any questions, please feel free to contact us at [Contact Information].

Sincerely,
[Your Name]
[Your Title]
[Religious Organization Name]
[Organization Address]
[Contact Information]