

Dear [Donor's Name],

As the holiday season approaches, we at [Elderly Care Facility Name] are gearing up for our annual Holiday Donation Drive. We recognize that this time of year can be especially challenging for our senior residents, and we would like to extend an opportunity for community members like you to make a meaningful difference in their lives.

This year, we are seeking donations of [specific items needed, e.g., warm blankets, non-perishable food items, gifts, etc.], which will be distributed to our residents during our festive holiday celebration. Your generous contributions will help ensure that every senior in our care feels cherished and remembered during this special time.

The details of our Holiday Donation Drive are as follows:

- **Drop-off Date:** [Insert Date]
- **Location:** [Elderly Care Facility Address]
- **Contact Information:** [Phone Number / Email]

We encourage you to spread the word and invite your friends and family to join us in supporting our elderly community. Together, we can create a joyful and compassionate holiday experience for those who have given so much to us.

Thank you for considering a donation to [Elderly Care Facility Name]. Your support means the world to us and to the seniors we serve.

Warmest wishes for a happy holiday season,

Sincerely,

[Your Name]

[Your Title]

[Elderly Care Facility Name]

[Contact Information]