

Donation Receipt

Date: [Insert Date]

Donor Name: [Donor's Name]

Donor Address: [Donor's Address]

Dear [Donor's Name],

Thank you for your generous donation of \$[Amount] to [Organization Name]. Your support helps us to continue our mission of [Organization's Mission].

This letter serves as your official receipt for tax purposes. Please keep this document for your records.

Donation Details:

- Amount: \$[Amount]
- Date of Donation: [Date]
- Transaction ID (if applicable): [ID]

This donation is tax-deductible to the extent allowed by law. Please consult your tax advisor for further information.

If you have any questions, please feel free to contact us at [Organization's Contact Information].

Thank you once again for your support.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[Organization Phone Number]

[Organization Email]