

Date: [Insert Date]

Dear [Recipient's Name],

On behalf of [Hospital Name], I would like to express our heartfelt gratitude for your generous donation in memory of [Honoree's Name]. Your contribution to our charity wing is truly appreciated and will help us continue our mission to provide exceptional care to our patients.

Your kindness during this difficult time not only honors the memory of [Honoree's Name] but also makes a significant impact on our community. We are committed to using your donation to [briefly describe how the donation will be used, e.g., fund research, provide support to families, etc.].

Thank you once again for your compassion and thoughtfulness. We are grateful for your support.

Sincerely,

[Your Name]

[Your Title]

[Hospital Name]

[Contact Information]