

Support Acknowledgment Letter

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

On behalf of [Agency Name], we would like to express our heartfelt gratitude for your generous support. Your contribution of [specific contribution or amount] on [date of contribution] has made a significant impact on our ability to serve our community.

With your support, we have been able to [briefly describe what the contribution helped achieve or improve]. Your kindness allows us to continue our mission of [briefly state the mission of the agency] and provides hope to those we serve.

Thank you once again for your generous contribution. We appreciate your continued support and look forward to keeping you updated on our progress.

Warm regards,

[Your Name]

[Your Title]

[Agency Name]

[Agency Contact Information]