

Dear [Donor's Name],

I hope this letter finds you well. As a valued member of our community, we are reaching out to share an opportunity to support [Charity Name], a non-profit organization dedicated to [brief description of mission].

Every year, we work tirelessly to [describe specific programs or projects]. However, to continue this important work, we rely on the generosity of supporters like you.

We are seeking contributions to help us [specific need or project, e.g., purchase supplies, fund programs, etc.]. Your support can make a significant difference in the lives of those we serve.

Please consider making a contribution of [specific amount or options] by [deadline or specific date]. You can donate online at [website link] or send a check to [address].

Thank you for considering this request. Together, we can create a positive impact in our community.

Sincerely,

[Your Name]

[Your Title]

[Charity Name]

[Contact Information]