

Application for Rebate Program

Date: [Insert Date]

[Your Name]
[Your Position]
[Nonprofit Organization Name]
[Organization Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Rebate Program Coordinator's Name]
[Organization/Agency Name]
[Address]
[City, State, Zip Code]

Dear [Rebate Program Coordinator's Name],

We are writing to formally apply for the [Name of the Rebate Program] program on behalf of [Nonprofit Organization Name]. Our organization is dedicated to [briefly describe the mission and activities of your nonprofit]. This rebate program is integral to helping us enhance our services and reach more members of our community.

We believe that by participating in this program, we can further our impact by [explain how the rebate will be utilized]. We appreciate your consideration and are eager to comply with all requirements necessary to process our application.

Attached to this letter are the required documents including [list any attached documents]. If you require any further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter, and we look forward to your positive response.

Sincerely,

[Your Name]
[Your Position]
[Nonprofit Organization Name]