

# Charitable Donation Tax Credit Receipt

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

On behalf of [Educational Institution's Name], I would like to extend our heartfelt thanks for your generous donation of [Donation Amount] received on [Donation Date]. Your contribution will significantly impact our educational programs and help us provide better resources for our students.

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

Your donation qualifies for a charitable donation tax credit under the [Specify Tax Act or Regulation]. Please include the following information when filing your taxes:

- Organization Name: [Educational Institution's Name]
- Organization Address: [Institution's Address]
- Tax Identification Number: [Tax ID Number]
- Donation Amount: [Donation Amount]

Thank you once again for your generous support. We are truly grateful for your commitment to [Educational Institution's Mission or Goals].

Warm regards,

[Your Name]

[Your Title]

[Educational Institution's Name]

[Phone Number]

[Email Address]