

Letter of Acknowledgment

Date: _____

To: [Volunteer's Name]

[Volunteer's Address]

Dear [Volunteer's Name],

On behalf of [NGO Name], I would like to take this opportunity to extend our heartfelt gratitude for your unwavering commitment and dedication as a volunteer with us. Your efforts have significantly contributed to our mission to [briefly describe the mission of the NGO].

During your time with us, you have [mention specific contributions or projects they were involved in]. The impact of your work has been felt across our community, and we truly appreciate every moment you dedicated to our cause.

We recognize that volunteering requires time and effort, and your selfless commitment has not gone unnoticed. Your enthusiasm and passion inspire not only our team but also those we serve.

Thank you once again for your invaluable support. We hope to continue working alongside you to make a difference in the lives of many.

Sincerely,

[Your Name]

[Your Position]

[NGO Name]

[Contact Information]