

Charitable Gift Acknowledgment

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

Dear [Donor's Name],

On behalf of [Organization Name], I would like to extend our heartfelt gratitude for your generous gift of [Amount/Description of Gift] received on [Date of Donation]. Your support is invaluable to us and plays a critical role in our efforts to [Briefly Explain Purpose of Organization].

Your contribution will help us [Explain How Donation Will Be Used]. We are truly grateful for your support and commitment to our mission.

This letter serves as a formal acknowledgment of your contribution. No goods or services were provided in exchange for your gift.

Thank you once again for your generosity. We appreciate your dedication and support.

Warm regards,

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[Organization Phone Number]

[Organization Email]