

In-Kind Donation Recognition

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

Dear [Donor's Name],

We are sincerely grateful for your generous in-kind donation of [description of the item(s) donated] to [Organization Name]. Your support plays a vital role in helping us achieve our mission of [insert mission or purpose].

Your donation will directly benefit [explain how the donation will be used or who it will benefit]. We truly appreciate your commitment to our cause, and we are thankful for your support.

As a token of our appreciation, we would like to recognize you in our upcoming [event/newsletter/social media] to highlight your generosity. If you would prefer otherwise, please let us know.

Thank you once again for your thoughtful contribution. Please feel free to reach out if you have any questions or need further information.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]