

Donation Receipt

Date: [Insert Date]

Donor's Name: [Donor's Name]

Address: [Donor's Address]

Dear [Donor's Name],

Thank you for your generous donation to [Organization Name]. This letter serves as your official receipt for tax purposes.

Donation Amount: \$[Amount]

Donation Date: [Insert Date]

Description of Donation: [Brief Description of Donation]

Please note that no goods or services were provided in exchange for your contribution.

Your support is greatly appreciated, and we are grateful for your commitment to [Organization's Mission].

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[Organization Phone Number]