

Donation Acknowledgment Letter

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

On behalf of [Organization Name], I would like to extend our heartfelt thanks for your generous donation of \$[Amount] received on [Date of Donation]. Your contribution will greatly assist us in our mission to [Brief Description of the Purpose].

This letter serves as a formal acknowledgment of your donation and can be used for tax deduction purposes. As per the IRS regulations, please note that no goods or services were provided in exchange for your contribution.

We are truly grateful for your support and commitment to our cause. If you have any questions or need further information, please feel free to reach out to us at [Contact Information].

Thank you once again for your generosity.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Organization Phone Number]