

Charitable Contribution Confirmation

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

Dear [Donor's Name],

We would like to express our sincere gratitude for your generous contribution to [Charity Name]. For your records and for audit purposes, this letter serves as confirmation of your donation.

Donation Details:

- **Donation Amount:** \$[Insert Amount]
- **Date of Contribution:** [Insert Date]
- **Purpose of Donation:** [Describe Purpose]

Please retain this letter for your tax records. [Charity Name] is a registered 501(c)(3) nonprofit organization, and your contribution is tax-deductible to the extent allowed by law.

Thank you once again for your support. If you have any questions, please feel free to contact us at [Insert Contact Information].

Sincerely,

[Your Name]

[Your Title]

[Charity Name]

[Charity Address]

[Charity Phone Number]

[Charity Website]