

Confirmation of Professional Accreditation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Non-Profit Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to inform you that [Non-Profit Organization Name] has successfully met the requirements for professional accreditation as outlined by [Accrediting Body]. This accreditation, which is valid for [duration], recognizes your commitment to excellence in [specific area or field].

This achievement reflects your organization's adherence to the highest standards and dedication to serving the community effectively. We commend your efforts and look forward to seeing the continued positive impact of your work.

Enclosed, you will find the official accreditation certificate for your records. Should you have any questions or require further information, please feel free to reach out to us.

Once again, congratulations on this significant accomplishment.

Sincerely,

[Your Name]

[Your Title]

[Your Organization Name]

[Your Contact Information]