

# Draft Letter for Charity Establishment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

## To Whom It May Concern,

I am writing to express my intention to establish a charitable organization named [Proposed Charity Name], dedicated to [brief description of the purpose and mission of the charity].

Our primary goal is to [describe the main objectives and the community or cause it serves]. We believe that through this initiative, we can significantly impact [mention the specific community, issue, or population].

To achieve our goals, we plan to [outline the methods and activities that will be undertaken]. We are currently seeking [mention any support or assistance needed, including volunteers, funding, partnerships, etc.].

I am eager to discuss this proposal further and explore potential collaborations or support for our cause. Please feel free to contact me at [your phone number] or [your email address] for any inquiries.

Thank you for considering our initiative. I look forward to your favorable response.

Sincerely,

[Your Name]

[Your Position, if applicable]