

Charitable Donation Confirmation

Date: [Insert Date]

[Sponsor's Name]

[Sponsor's Company Name]

[Sponsor's Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

On behalf of [Your Organization's Name], I would like to express our heartfelt gratitude for your generous donation of [Insert Amount or Description of Item] made on [Insert Date]. Your support is instrumental in helping us achieve our mission of [Briefly Describe Mission or Purpose].

This letter serves as a confirmation of your contribution and is intended to assist you with your tax deductions for the year [Insert Year]. [Your Organization's Name] is a registered 501(c)(3) nonprofit organization, and your donation may be tax-deductible to the fullest extent permitted by law.

For your records, please find the details of your donation below:

- Amount: [Insert Amount]
- Date of Donation: [Insert Date]
- Donation Type: [Monetary/Item Description]

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

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Organization's Address]

[City, State, Zip Code]

[Contact Information]