

Charitable Donation Tax Deduction

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

To Whom It May Concern,

This letter serves as a written acknowledgment of your generous donation made in memory of [Honoree's Name] on [Date of Donation]. We are deeply grateful for your support.

Your contribution of [Donation Amount] has been received by [Charity Name], a registered 501(c)(3) non-profit organization. Please keep this letter for your records as it may serve as a receipt for tax purposes.

No goods or services were provided in exchange for this contribution. Therefore, the full amount of your donation is tax-deductible to the extent allowed by law.

Thank you once again for your thoughtfulness and generosity. Your support helps us continue our mission to [brief description of the charity's mission].

Sincerely,

[Your Name]

[Your Title]

[Charity Name]

[Charity Address]

[City, State, Zip Code]

[Charity Phone Number]

[Charity Email Address]