

Request for Donations

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, ZIP Code]

Dear [Donor's Name],

We hope this letter finds you in great spirits. I am writing on behalf of [Nonprofit Organization Name], an organization dedicated to [briefly describe the mission or purpose of the organization]. We are reaching out to ask for your support in our efforts to [explain specific project or initiative].

As you may know, the work we do is made possible through the generosity of supporters like you. Your contribution will help us [mention specific outcome or benefit]. We are currently aiming to raise [specific amount] to fund this initiative, and any donation you could provide would make a tremendous difference.

Every gift, large or small, goes directly towards our programs and makes a lasting impact in our community. We invite you to join us in our mission to [mention the broader goal or vision].

For your convenience, we have included a donation form and a self-addressed envelope. You can also donate online at [insert website link].

Thank you for considering our request. Your support is invaluable to us, and we would be delighted to have you as a partner in our journey to [restate mission or project goal]. Please feel free to contact us at [insert phone number] or [insert email] if you have any questions or need further information.

Warm regards,

[Your Name]

[Your Title]

[Nonprofit Organization Name]

[Contact Information]