

Request for Donation: Water Purification Project

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Recipient's Name],

I hope this letter finds you in great health and spirits. I am writing to you on behalf of [Your Organization], an organization dedicated to improving community health and well-being.

Access to clean and safe drinking water is a fundamental human right, yet many communities continue to suffer from waterborne diseases due to contaminated water sources. To combat this urgent issue, we have initiated a Water Purification Project aimed at providing sustainable access to safe drinking water for underserved populations in our community.

We are reaching out to request your generous support in the form of a donation to help fund this essential project. Your contribution will assist us in purchasing water purification systems, conducting community training workshops, and ensuring the proper maintenance and operation of these systems.

A donation of any amount would significantly impact our efforts and help us reach our goal of [insert specific goal, e.g., "installing 50 water purification units within the next six months"]. Additionally, all donations are tax-deductible under [Your Organization's Tax ID].

We would be honored to have you as a partner in this vital initiative. Your support will lead to healthier communities and brighter futures for countless individuals and families.

Thank you for considering our request. I would love to discuss this further with you at your convenience. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position]

[Your Organization]