

# Thank You for Your Generous Contribution

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

Dear [Donor's Name],

On behalf of [Organization's Name], I would like to extend our sincerest gratitude for your generous contribution of [Amount/Description of gift] received on [Date Received]. Your support plays a crucial role in helping us [Briefly explain the mission or purpose of the organization].

We are grateful for your commitment to our cause and we truly appreciate your belief in our mission. Your generosity will help us [Mention specific initiatives or projects supported by the donation].

Please keep this letter as a receipt for tax purposes. Our organization's tax identification number is [Tax ID Number].

Thank you once again for your kindness and support. We look forward to keeping you updated on our progress and hope to see you at our upcoming events.

Warm regards,

[Your Name]

[Your Title]

[Organization's Name]

[Contact Information]