

Letter of Clarification

Date: [Insert Date]

Dear [Donor's Name],

Thank you for your continued support of [Organization's Name]. We appreciate your commitment to our mission and the impact your contributions have on our community.

We received your inquiry regarding [specific query/issue] and would like to clarify the following points:

- [Clarification Point 1]
- [Clarification Point 2]
- [Clarification Point 3]

We hope this information addresses your concerns. If you have any more questions, please do not hesitate to reach out.

Thank you once again for your generosity and support.

Sincerely,

[Your Name]

[Your Title]

[Organization's Name]

[Contact Information]