

Letter of Acknowledgment

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

On behalf of [Your Organization/Institution Name], I would like to express our heartfelt gratitude for your generous gift of [Insert Amount] towards our transportation fund. Your support plays a crucial role in helping us provide essential transportation services to those in need.

Your contribution helps us to [briefly describe how the funds will be used, e.g., maintain vehicles, provide rides for individuals, etc.]. We are deeply appreciative of your commitment to our mission and the positive impact your donation will make.

Thank you once again for your generosity and support. If you have any questions or need further information, please do not hesitate to reach out to us at [Contact Information].

Sincerely,

[Your Name]

[Your Title]

[Your Organization/Institution Name]

[Contact Information]