

# Donation Support Notice

Date: [Insert Date]

Dear [Recipient's Name],

We are reaching out to you to seek your generous support for our upcoming service project titled "[Project Title]." Our goal is to [briefly describe the purpose and impact of the project].

To successfully execute this project, we are in need of financial contributions and material donations. Your support will help us provide [specific benefits or services your project will offer].

We would be grateful if you could consider making a donation of [specify amounts or items needed]. Every contribution, no matter how small, will make a significant difference in our community.

If you wish to support us, please contact us at [Your Phone Number] or [Your Email Address]. We can also arrange for pick-up of donations if required.

Thank you for considering our request. Together, we can make a positive impact in our community.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]

[Organization Phone Number]