

Letter of Appreciation

Date: [Insert Date]

Dear [Alumnus Name],

We are writing to express our heartfelt gratitude for your generous support of [University/School Name]. Your contribution has made a significant impact on our students and programs.

Thanks to your generosity, we have been able to [mention specific projects, scholarships, or achievements supported by the donation]. Your commitment to helping our community is truly inspiring.

We value your continued support and look forward to keeping you updated on the positive changes your generosity is helping create.

Thank you once again for your invaluable contribution.

Sincerely,

[Your Name]

[Your Title]

[University/School Name]

[Contact Information]