

# Acknowledgment of Endowment Fund Gift

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

On behalf of [Organization's Name], I would like to express our heartfelt gratitude for your generous gift of [insert amount] to our Endowment Fund. Your support will play a critical role in furthering our mission to [insert mission statement or purpose].

Your contribution helps ensure that we can continue to provide [insert specific programs or benefits] to our community for many years to come. We are honored to have you as part of our support network, and your commitment inspires all of us.

For your records, our tax identification number is [insert tax ID number]. Please keep this letter for your tax records, and let us know if you require any additional documentation.

Thank you once again for your invaluable support. We look forward to keeping you updated on the impact of your gift and invite you to stay engaged with our initiatives.

Warm regards,

[Your Name]

[Your Title]

[Organization's Name]

[Organization's Contact Information]