

Letter of Gratitude

Date: [Insert Date]

[Board Member's Name]

[Board Member's Address]

[City, State, Zip Code]

Dear [Board Member's Name],

On behalf of the [Organization Name], I would like to extend our sincerest gratitude for your dedicated service on the board. Your unwavering commitment and insightful contributions have significantly helped our organization achieve its goals.

Your leadership during [specific project or time period] not only inspired your fellow board members but also positively impacted our community. We are truly grateful for the time and effort you have invested in ensuring our success.

Thank you once again for your remarkable service. We look forward to your continued involvement and guidance as we move forward.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]