[Recipient's Name]

[Title]

[Stress Address, City, Zip Code]

[Date]

[Sender's Name]

[Title]

[Street Address, City, Zip Code]

Dear [Recipient's Name]

We would like to thank you for your tireless support and contribution to the [name of the program]. It is because of your continued promotion, donation, and generosity that we have been able to keep the program running. We have also been able to extend our mission further to provide assistance to women who have faced hardships in several forms in their lives.

We are extremely grateful for all the endless number of hours you dedicated to changing the lives of women and helping them get back on their feet. Our organization, as well as all those women whose lives you have impacted, would like to thank you from the bottom of our hearts.

Again, all that you have done means the world to us who are dedicated to bringing a change in society.

Best wishes,

[Your Name]

[Recipient's Name]