[Recipient's Name]

[Title]

[Stress Address, City, Zip Code]

[Date]

[Sender's Name]

[Title]

[Street Address, City, Zip Code]

Dear [Recipient's Name]

I, on behalf of the organization, would like to thank you endlessly for your work on raising funds for our cancer patients. The charity event that you organized helped us gather the required amount of funds to continue with the cancer treatment.

In the event, we raised in excess of USD 2,000. All the amount that we received has been used to continue the treatment and give new lives to all our cancer patients. Thank you for organizing the event and changing their reality and helping them get better.

Thank you for your kindness and generosity. Your efforts have helped to make this a huge success.

Best wishes,

[Your Name]