

Sender address

Date

Address of the Receiver

Dear _____ (Name of the Recipient),

We would like to express our appreciation for your contribution. We, at [Name of the charitable organization] deeply appreciate your generous contribution and your efforts. Your aid assists to fulfill our mission further through [Name of projects].

Let me reinforce that your help is too precious for us so thank you once again! If there are any specific queries about our overall mission, you can visit our corporate website [Website name] or contact us at [Contact details].

Sincerely,

(Sender Name)

