

*Sender's Address*

*Sender's Email Address*

*Date*

*Receiver's Name*

*Receiver's Job Title*

*Name of the Hospital*

*Address of the Hospital*

*Subject: Thank You Letter for Volunteer Opportunity*

*Dear ABC (Name of the person-in-charge at Hospital),*

*With this letter, I would like to thank you for giving me this opportunity to be a volunteer at your hospital. It is my honor to volunteer you in taking care of COVID-19 patients in this pandemic.*

*I am grateful to you that you had trust in my skills and allowed me to volunteer. It is my honor to help people in these times. I wish my role and efforts will bring a positive difference in the life of all COVID-19 patients and their families.*

*I would like to thank you once again, as because of you I could do my part and became part of this Nobel cause.*

*Sincerely,*

*(Signature)*

*Sender's Full Name*