

*Sender's Address*

*Sender's Email Address*

*Date*

*Receiver's Name*

*Receiver's Job Title*

*Name of the Organization*

*Address of the Organization*

*Subject: Thank You Letter for Volunteer Opportunity*

*Dear ABC (Name of the Person in-charge Organization),*

*Thank you very much for allowing me to volunteer and contribute to the relief campaign organized by your NGO for the flood victim in \_\_\_\_\_ (Write the name of the place).*

*I am so happy to be part of this campaign and help people to relocate to a safe place. I found the efforts of our team and other local organizations helpful in making all the relief process smooth and effective.*

*Thank you once more for making me volunteers for this campaign and could help the people in distress. I look forward to working with your team again for the benefit of the required people.*

*Sincerely,*

*(Signature)*

*Sender's Full Name*