

[Sender's Name]

[Sender's RWA (Residential Welfare Association) Address]

[Job Title (Manager/Member)]

[Date]

[Receiver's Name]

[Receiver's Address]

Dear [Mr.] [Name of the receiver],

Thank you for being such a wonderful resident of our society. Your generous contribution to society is appreciable. When they were limited street lights on the streets, you took the initiative to fund them for our society. Thanks for that.

This initiative of yours not only helped the residents of the society to travel easily in the night but also helped in limiting the number of accidents in the night. For this thoughtful act of kindness, on behalf of society, I am also sending a gift. Please accept our token of appreciation. Again, thank you for being such a thoughtful and wonderful resident. I hope that you keep us supporting in the future also.

Yours truly,

[Your Full Name]

[Email Address]

[Contact Number]

[Signature]

