Address of the Sender

Email Address of the Sender

Date

Name of Receiver

Address of the Receiver

Subject: Thank You for Your Membership

Dear \_\_\_\_\_\_ (Name of the Recipient)

As today marks the completion of 1 year of your association with our organization as a member, we would like to take a moment to thank you. We are grateful for your continuous support and your association with us. The \_\_\_\_\_ Organization (Write the name of the organization) appreciates your support and values your contributions.

To mark the anniversary of your membership, we are sending a small token of appreciation for you. With this small token, we want to remind you that we value your membership and will be willing to have a long term association with you. You are an asset to our organization and we appreciate you for choosing us to serve as a volunteering member.

We hope you continue to serve the community through our organization and keep spreading smiles. Looking forward to seeing you at the next event on \_\_\_\_\_ (Date of the event).

Sincerely,

(Signature)

Sender’s Full Name