**DONATION RECEIPT**

Dear **[Name],**

Thank you for supporting **[Organization name]** !

We appreciate your donation of **[amount]** on **[Date]**

Donations like yours are a very important part of how we make a difference.

**[Background information about your organization and its story]**

Please find a receipt below that you can print for your records.

|  |  |
| --- | --- |
| Organization name: | **[Organization name]** |
| Tax ID number: | **[No]** |
| Official donation receipt for income tax purposes: | **[Receipt]** |
| Organization address: | **[No]** |
| Donor name: | **[Name]** |
| Date of donation: | **[Date]** |
| Tax deductible amount: | **[Tax]** |
| Address: | **[Enter address]** |