TO

**[Receiver Name]**

**[Receiver Title]**

**ADDRESS: [Receiver Address]**

**EMAIL:** **[Email Address]**

**PHONE: [Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

**Sub:** Volunteer Thank You Note

Dear **[Volunteer's Name]**,

I wanted to take a moment to express my sincere appreciation for your hard work and dedication to **[Name of organization]**. Your commitment to our mission has been a driving force behind our success. Your positive attitude, enthusiasm, and willingness to help have not gone unnoticed.

Your contributions have made a meaningful impact on our organization and the community we serve. We could not have accomplished so much without your support, and we are grateful for everything you have done.

Thank you for your generosity, your time, and your energy. We are honored to have you as a volunteer and look forward to continuing to work with you.

Sincerely,

**[Your Name]**

**[Position]**