TO

**[Receiver Name]**

**[Receiver Title]**

**ADDRESS: [Receiver Address]**

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

**PHONE: [Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

**Sub:** Thank You Letter to Donor

Dear **[Donor Name]**,

On behalf of everyone at **[Organization Name]**, I want to express our deepest thanks for your generous donation. Your support means a great deal to us and will make a significant impact in the lives of those we serve.

Thanks to your contribution of **[Donation Amount]**, we will be able to **[Brief Description of How the Funds Will Be Used]**. This will help us **[Insert Impactful Outcome]**.

At **[Organization Name]**, we believe that every donation, no matter the size, can make a difference. We are grateful for your commitment to our cause and your willingness to support us in achieving our mission.

Thank you once again for your generosity. We look forward to keeping you updated on our progress and the impact your donation is making.

Best regards,

**[Your Name]**