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 hope this note finds you well. I wanted to take a moment to express my sincere gratitude for your time and dedication as a volunteer. Your contribution to our organization has not gone unnoticed and we are incredibly thankful for everything you have done.

Without the hard work and commitment of volunteers like you, our organization would not be able to achieve its goals and make a difference in the lives of those we serve. Your selflessness and generosity have been a true inspiration to us all.

Your unwavering support and willingness to give your time and energy to our cause is truly admirable. The countless hours you have spent volunteering, whether it's at events, programs, or behind the scenes, have not gone unnoticed. You have made a significant impact on our community, and we are truly grateful for your service.

Thank you for choosing to volunteer with us and for being a valuable member of our team. Your contributions have made a real difference, and we hope that you will continue to be a part of our organization for many years to come.

Once again, thank you from the bottom of our hearts for all that you do. Your kindness and generosity are truly appreciated.

Sincerely,

**[Your Name]**

**[Your Organization]**