## DONATION LETTER

**[Date]**

**[Your Name]  
[Your Organization’s Name]  
[Street]  
[City, State ZIP]**

Dear **[Donor’s Preferred Name]**,

I can’t tell you how much all of us at **[nonprofit name]** appreciate your contribution to our cause. Thanks to your donation of **[amount]**, we’ll be able to **[list out specific goals, objectives, etc.]**.

I also wanted to let you know that we’ll be **[hosting volunteer event, opening up our nonprofit’s doors for tours, holding a fundraising event, etc.]**. We’d love to extend an invitation to you to participate in this opportunity! Our current donors have all enjoyed developing a stronger partnership with our organization, and I’m hoping you’ll do the same.

Thank you again!

**[Your printed name]  
[Your title]**

**[Your signature]**