**THANK YOU LETTER FOR DONATION OF MONEY**

[DATE]

Dear [RECIPIENT NAME]

Good Day!

On behalf of [YOUR COMPANY NAME], I would like to thank you for your generous donation of $[NUMBER]. Your contribution makes it possible for us to achieve our purpose.

We have been organising donation drives since last [NUMBER 1] of years. This is only possible because of the thoughtful contributions from people like you.

Please keep this letter as a written acknowledgment of your donation for your tax records.

We do hope for your continued support in the future. Once again, thank you so much for your generous donation

Regards,

[YOUR SIGNATURE]

[YOUR NAME]