

Fundraiser Thank You Letter Template

Fill out the text fields below to customize the thank you letter, then print the page from your browser.

Organization Details:

Your Organization Name
Street Address
City, State, ZIP Code
Contact Email or Phone Number

Date:

Date (e.g., October 24, 2023)

Donor Details:

Donor Name
Donor Street Address
Donor City, State, ZIP Code

Dear

Donor Salutation (e.g., Jane, Mr. Smith)
--

,

On behalf of

Organization Name

, I would like to express our deepest gratitude for your generous donation of \$

Contribution Amount

 received on

Date Received

.

Your support directly benefits our

Name of Fundraiser/Campaign

. With your contribution, we will be able to

Specific impact statement (e.g., provide meals, fund research)
--

.

Every contribution brings us closer to our goal, and your commitment to our mission is incredibly meaningful to us and those we serve. We could not do this valuable work without community-minded partners like you.

For tax purposes, please retain this letter as your official receipt. Please note that no goods or services were provided in exchange for this contribution.

Tax Identification Number (EIN):

XX-XXXXXXX

Thank you again for your incredible kindness and generosity.

Warm regards,

(Authorized Signature)

Signatory Name
Signatory Title (e.g., Executive Director)