

**InstantNonprofit.**

*Because it shouldn't be hard to do good.*

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## DONATION THANK YOU LETTER

<Organization Name>  
<Organization Address>  
<City, State Zip>

<Date>

<Recipient Name>  
<Recipient Address>  
<Recipient City, State Zip>

Dear <Name>,

**Heartfelt thanks for your generous donation!** I appreciate your support for our work to (ENTER PROBLEM YOUR ORGANIZATION IS SOLVING).

Here at <ORGNOME>, our goal is to make sure that <BRIEF MISSION STATEMENT>.

Your generous donation of \$<AMOUNT> will go a long way to helping in that effort!

Our EIN number, should you need to make that reference for purposes of tax deductibility, is <EIN NUMBER>.

<NAME>, thank you once again for your donation. It means the world to us!

With gratitude,

- SIGNATURE

<SIGNER NAME>  
<SIGNER POSITION>

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