

01 March 2020

To,
Mr. Shyam Modi
33, M.G. Road
Nr. Post Office
Pune, Maharashtra-400325
1234567890

Subject: Thank You for Your Generous Donation.

Dear Mr. Shyam Modi,

Greetings of the day!

Thank you very much for your generous donation of **\$2,500.00** to our NGO. We highly appreciate your kind concern for **homeless children** and your generousness that helps us in achieving our social cause.

We are indulged in tracing homeless children and providing them with shelter, nutritious food, clothing, and good education. We ensure the protection of their childhood and strive to give them a bright future.

We are pleased to draw your kind attention on how your generous donation created a difference. **As per your wish, your donation will be utilized to buy school uniforms and books for 5 students. From the balance, the amount toys will be bought for the age group of 3 to 10.**

Please find attached herewith receipt of your donation along with a newsletter that will give you a detailed idea of our efforts towards the betterment of **homeless children**.

We will appreciate it if you join our newsletter group which will enable you to be in the loop how your funds are being used. You can click the below-mentioned link to join our newsletter group.

We also invite you to spare your precious time and tour our NGO's facility with your family to witness and understand the noble cause carried out with the help of generous donors like you.

Please feel free to contact **Ms. Rozy D'Souza** on **1234567891** or contact **her** through email at **pro@ngoname.com** and **she** will make all necessary arrangements for your kind self.

We look forward to the same warm and kind support from your kind end. Thank you again for all your kind and generous support helping to make a big difference _____.

Thank you

For, _____

S.K. Venkatraman
Managing Trustee