

# Official Government/NGO Donation Appeal Letter

Subject: Appeal for Donations to Support [Cause]

Dear [Recipient's Name],

The [Government Department/NGO Name] is actively working to address [Cause/Problem]. We are reaching out to request financial assistance from individuals, corporations, and institutions who are willing to contribute to this important mission.

Donations will be used for [Specific Use of Funds: medical supplies, infrastructure, food programs].

All contributions will be officially acknowledged, and receipts will be provided for tax purposes.

We count on your support to strengthen our collective efforts. Thank you in advance for your generosity.

Sincerely,

[Authorized Person's Name]

[Title]

[Organization/Government Department]

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