

Memorial Donation Acknowledgement Letter

Dear [Donor's Name],

On behalf of [Organization Name], I would like to express our deepest gratitude for your generous memorial donation in honor of [Name of Honored Individual]. Your thoughtful contribution of [Donation Amount] made in memory of [Honored Individual's Name] will make a significant impact on our organization's mission and the lives of those we serve.

We understand that this memorial donation is a meaningful way to remember and celebrate the life of [Honored Individual]. Please know that your generosity will help us continue our vital work and honor [Honored Individual's Name] in a way that aligns with their values and passions.

We would like to assure you that every penny of your donation will be utilized with the utmost care and responsibility. [Organization Name] is committed to [briefly describe the organization's mission and activities], and your support ensures that we can continue making a difference in our community.

To officially acknowledge your donation, we are pleased to provide you with the following details:

Donor Name: [Donor's Name]

Donation Amount: [Donation Amount]

Date of Donation: [Date of Donation]

Memorial Donation in honor of: [Honored Individual's Name]

Please retain this letter for your tax records, as [Organization Name] is a registered nonprofit organization under section [501(c)(3)] of the Internal Revenue Code. No goods or services were provided in exchange for your donation.

Once again, we extend our sincere appreciation for your kindness and thoughtfulness during this difficult time. If you have any further questions or would like to learn more about how your donation is making a difference, please do not hesitate to contact us at [Contact Information].

Thank you once again for your invaluable support. We are deeply grateful for your contribution and for the lasting impact it will have on our organization and the individuals we serve.

With warmest regards,

[Your Name]

[Your Title/Position]

[Organization Name]