

Donation Acknowledgement Letter for a Cash Contribution

Dear [donor's name],

Thank you for your generous donation to [your nonprofit's name]! Donors like you are vital to the continued success of our mission to [explain your mission], and we are grateful for your support.

On [date], you contributed [donation amount] to [your nonprofit's name]. Your gift was processed as a [specific transaction type] and made to support our mission. As a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code (EIN #111-111-1111), every donation makes an impact, and we are so thankful for your support.

No goods or services were exchanged for your contribution, and your gift is tax-deductible to the full extent permitted by law. Please retain this letter for your tax records.

Thank you again for your dedication to [your mission]. We're excited to continue partnering with you to [achieve specific goals]!

Sincerely,

[Name of a specific staff member or organization leader]

[Signature]