

(Place on Church Letterhead)

Date:

**Donny Doe
1234 Main Street
Anywhere USA, Ohio 00000**

Dear Mr. Doe,

Thank you for your thoughtful gift of (description of item or service or mention amount of money donated).

Your generosity allows us to continue our mission to (insert your adjusted mission statement here).

Your _____ will specifically help to

_____.

**May God return to you the blessing you have so generously given to us.
We appreciate your continued prayers for our ministry with young people.
The staff and volunteers depend on the Lord's strength and provision on a daily basis.**

Sincerely,

Your name