



Address of the Sender

Email Address of the Sender

Date

Name of Receiver

Address of the Receiver

Subject: Thank You Letter for Donation to _____ School (Write the name of the school)

Dear _____ (Name of the Recipient)

I would like to thank you for the donation made by your company towards the building of the school for blind children. Your contribution will create a huge difference in the lives of these children.

I am so grateful for your kind action. Due to the lack of schools for blind students, hundreds of students don't get basic education. Now with your kind help and with help of other donors, we will soon build a new school for blind students. The layout of the school is ready and the construction work will start from 21st October. Within a few months, we will be able to witness a grand school for blind students.

Thanks once again to your company for the contribution and support. Thank you for considering our trust for your CSR donations.

Sincerely,

(Signature)

Sender's Full Name