# Thank You Letter — Christian charity

This is a thank you letter intended to be sent to donors after they’ve made a significant gift.

Customize with the name of your organization and details about your mission in the appropriate bracketed areas. You should include links to your planned giving webpage if applicable. We also suggest including an emotional story, or a heartwarming success story about someone your organization has helped. Keep it short.

For even more impact, include a few pictures of the work your donor’s gift has made possible.

IMPORTANT:

[BRACKETED AREAS] need to be personalized.

Hand-sign this letter in colored ink.

If possible, add a handwritten P.S.

Keep in mind the time of year this is sent out and customize accordingly.

Customize the type of gift accordingly – a gift in a will, an annuity, etc.

[DATE]

Dear [DONOR FIRST NAME],

I wanted to take a moment of your time and express my sincere gratitude for the difference you’re making here at [YOUR ORGANIZATION NAME].

As you know, we’re committed to [DESCRIBE YOUR MISSION]. Your generous gift is allowing us to do just that: Change lives; bring the light of the Lord where it’s needed most; and [EXAMPLE SPECIFIC TO YOUR MISSION].

I was at one of our events recently, and I had to stop and take a moment to marvel at the love and generosity of supporters like you who made it possible. It was truly humbling to see God’s work in action. **Hebrews 13:16** came to mind: *“And do not forget to do good and to share with others, for with such sacrifices God is pleased.”*

Thank you, [DONOR FIRST NAME], for including a gift to [YOUR ORGANIZATION] in your will. We are truly blessed to have supporters like you.

Yours in gratitude,

[YOUR NAME]

[YOUR ORGANIZATION AND YOUR TITLE]