

**Sample Thank You Note:**

*Dear Fred,*

*Thank you for your thoughtful gift to Really Important Organization! Support from someone like you makes all the difference for us. Many thanks.*

*Sincerely,*

*Sue Smith*

*Executive Director*

**Sample Thank You Call:**

Hi, Fred! This is Bill Brown, a board member from Really Important Organization. I just wanted to let you know how much we appreciate the donation you made earlier this week. It's going to make such a difference.

If you're interested, please do feel free to visit our website at [www.reallyimportant.org](http://www.reallyimportant.org), and to give us a call if you ever have any questions about what we're up to.

On behalf of our entire board and staff, thank you for your support!