# Letter of Donation Sample

Animal Rescue

1216 Cottonwood Lane
Nashville, TN 37203

Dear Animal Rescue,

My name is James. I have been following the activities of your organization for some time now and have decided that I would like to make a monetary donation.

Attached you will find a certified check in the amount of $1000.

While this is a relatively small amount, I really hope that it will make a difference in the lives of the many animals you help rescue.

My tax receipt can be sent to:

James L. Mendoza

3928 Frank Avenue
Bridgeville, PA 15017