

Date:.....

To,

ABC Ltd,

Address.....

.....

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Sub: A BIG THANKS FOR YOUR GRATITUDE

Dear Sir,

We acknowledge with grateful thanks your kind donation of Rupees..... vide Cheque No.....dated.....to.....Trust.

We are enclosing our receipt no.....dated.....

We wish to express our most sincere gratitude for your generosity, your kindness and identification. We hereby assure you that your contribution will be utilized as per the request letter submitted by us. We expect the repetition of the help in form of donation you have extended to our foundation.

With gratitude and warm regards,

Yours in service,

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Authorized Signatory