

PRINT ON CLUB LETTERHEAD OR TYPE CLUB'S NAME

DATE

INSERT SPONSOR NAME
STREET ADDRESS
CITY, STATE/PROVINCE, ZIP CODE
COUNTRY

Dear MR., MRS., MS. INSERT LAST NAME,

I would like to thank you on behalf of the INSERT CLUB NAME for your company's donation of INSERT DONATED ITEM(S). Your generosity helped us to sponsor a successful INSERT ACTIVITY and make an impact in the lives of the youth in our community.

The INSERT NAME OF CONTEST/ACTIVITY is one of many events our Club will be participating in during the year. Some of the other activities we are planning are INSERT INFORMATION ABOUT POSSIBLE FUTURE ACTIVITIES. We would like to invite you and your colleagues to visit our next Club meeting on INSERT DATE, TIME AND PLACE. If you are unable to attend the meeting and would like more information on our Club, please feel free to contact INSERT MEMBERSHIP CHAIR'S CONTACT INFORMATION.

We hope to have the opportunity to work with you in the future. Thank you again for your support in our efforts in "bringing out the best in kids!"

Sincerely,

INSERT PROJECT CHAIR'S NAME
INSERT TITLE