

THANK YOU LETTER TEMPLATE

Don't forget this step as it is one of the most important ones! Thanking your donors and volunteers is important as they're a big part of your events success. It will also encourage them to support your next event.

Below is a template you can use in an email or letter to personally thank your donors, sponsors and volunteers for their amazing support.

[DATE]

[DONOR/VOLUNTEER NAME]
[ADDRESS]



Dear [NAME OF DONOR OR VOLUNTEER],

Thank you for [your generous donation OR volunteering] at my fundraising event, [EVENT NAME], held on [EVENT DATE] at [EVENT LOCATION].

The money you donated to CARE Canada will rush relief to those in need during emergencies, safeguard women's health throughout pregnancy and childbirth, provide sustainable opportunities for people to earn an income and allow communities to access healthy food.

Specifically, the money will go to [DESCRIPTION OF GIFT]. You can learn more about the great work they do at care.ca.

Thanks again for supporting my event and CARE Canada!

Sincerely,

[YOUR NAME]