

[INSERT DATE]

Dear [INSERT DONOR’S NAME],

Thank you for your recent contribution to the [BOOSTER GROUP NAME], a 501(c)3 organization with the mission of supporting student athletes. We gratefully acknowledge your contribution of $[ AMOUNT], made on [DATE]. The fair market value of the [EXPLAIN GOOD/SERVICE PROVIDED] received is $ [AMOUNT]. For income tax purposes, the donor may deduct only the amount by which the contribution exceeds the fair market value of such goods and services. Therefore, $ [DONATED AMOUNT-GOOD/SERVICE AMOUNT] of your contribution is tax deductible to the fullest extent permitted by law.

With your support, we will continue to support our student athletes. I thank you for being an active supporter, for believing in the importance of our mission and for your commitment to our work and vision of a better world.

Thank You!

[NAME]

[position] of TWHS [team]

Thomas Worthington High School

[E-MAIL]

[phone number]

EIN 31-1316677