



● School Name ● School Address, City, AZ Zip ●

DATE

DONOR COMPANY NAME
ADDRESS
ADDRESS

Dear NAME,

Thank you for your recent donation to SCHOOL NAME in the SCHOOL DISTRICT. Your thoughtful contribution to our school is greatly appreciated. The items listed below were used for our EVENT/PROGRAM held on DATE.

Item(s) received

- List items (include quantity)

This letter will serve as a receipt for your records. The PTAs' official business name is under Arizona Congress of Parents and Teachers Inc. and our tax id for your records is 501(c)3: NUMBER HERE. Thank you again for your support, we look forward to continuing to build a strong community with partnerships like yours.

Sincerely,

NAME
TITLE