Dear NAME,

Thank you for your recent donation of $X,XXX in support of the XYZ Chapter of Trout Unlimited.

As an all-volunteer nonprofit conservation organization here in STATE or COUNTY/REGION, we rely on donors like you to support the chapter’s river restoration projects, youth education programs, community engagement activities and more. Many individuals and organizations who care about the local rivers and streams as much as you help us continue this work each year.

Founded in YEAR, the XYZ Chapter of Trout Unlimited has conducted hundreds of projects and programs to improve our local rivers and foster a love for conservation among the next generation. In just this past year, we:

* Contributed nearly X,XXX volunteer hours on projects and programs
* Restored and improved more than XX mile(s) of local stream habitat
* Offered X education programs to engage and inspire over X,XXX youth
* Held over XX community events to grow our presence and impact

Accomplishing all of this takes an incredible amount of time, commitment and dedication. We are blessed to have more than XXX active volunteers, members and donors who help drive our work forward.

All we have accomplished is thanks to you, and all we will accomplish in the future requires the support of you and your fellow members and friends.

Thank you again for your support.

Sincerely,

First Last

President, XYZ Chapter of Trout Unlimited

*Section 170 of the Internal Revenue Code, enacted in August of 1993, requires you to keep written substantiation of gifts of $250 or greater in order to claim a deduction. This letter hereby serves as a receipt for the above gift. The tax exempt EIN for the XYZ Chapter is XX-XXXXX No goods or services have been provided in exchange for your gift.*

**Officers**

*President*

First Last – Town

 *Vice President*

First Last – Town

 *Secretary*

First Last – Town

 *Treasurer*

First Last – Town

**Directors**

First Last – Town

First Last – Town

First Last – Town

First Last – Town

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