**Sample Acknowledgements of Funds Received**

Mr. /Ms Name Surname

Position

Company

Address

RE: **Receiving of funds for the Project “[Name of the project]”**

Dear Sir/Madam,

This is acknowledge that we received USD \_\_\_\_\_\_\_\_ [enter amount received in written] from [Name of the company] in cash for the implementation of the Project “[Name of the project]”.

Donation receipt along with letter of thanks will be conveyed soon to your postal address. However, I would like to thank you once again on behalf of our Foundation for your support and continuous commitment for the noble cause of [Name of the Trust Fund].

In case of any query feel free to contact us any time.

[Name Surname]

[Position]

[Company name]