

Sample Gift Acknowledgement
Annual Fund

Date

Name
Address
Address

Dear Name,

Thank you for supporting Sacramento City College. Your generous gift of \$10.00 per month (which will be deducted from your paycheck) is greatly appreciated. As you requested, your donation will be applied to the SCC Annual Fund.

It is gratifying to see members of the SCC family like you step forward to support this important fundraising effort. The combined efforts of SCC employees and community members will continue to provide much needed services and assistance to our students.

Thank you again for including the SCC Annual Fund in your charitable giving.

Sincerely yours,

Sample Gift Acknowledgement
Generic2

Date

Dear xxxxxxxx ,

On behalf of Sacramento City College, I want to thank you for your contribution to xxxxx. Gifts like yours are meaningful to our students, who work hard for their successes. Your generosity helps students with essential books and supplies and lets them know that others believe in them.

I look forward to meeting you at one of our student events, such as the Scholarship Ceremony. In the meantime, please contact my office or the SCC Foundation if you have questions about the college, and thank you again for your support.

Sincerely,

Sample Gift Acknowledgement
Generic

Date

Name

Address

Address

Dear xxx,

On behalf of the Sacramento City College Foundation, thank you for your recent contribution to (name of fund/dept/etc.) Your gift makes a significant difference in the lives of students.

Please consider this letter an official receipt of your tax-deductible contribution of \$xx. No goods or services were provided in consideration of this gift. Our federal tax identification number is xxxxxxxx.

If you have any questions about your gift, the SCCF or about the campus, please contact me, I'd be happy to talk with you.

Sincerely,

Date

Name

Address

Address

Dear xxxxxx:

On behalf of the Sacramento City College Foundation, I want to thank you for your recent contribution of art supplies for the Sacramento City College Art Department. Your contribution makes a significant difference in the lives of our students.

The Sacramento City College Foundation is a subsidiary of the Los Rios Foundation, a 501(c)(3) public benefit corporation. Our federal tax identification number is xxxxxxxx.

If you have any questions about your gift, the SCC Foundation or about the campus, please contact me, I'd be happy to talk with you. Thank you for your support

Sincerely,

February 22, 2012

Addressee
Address
City, State Zip

Dear Salutation,

Thank you for your contribution to the Parents of Alumni Fund to support financial aid at **School Name**. The success of the **School Name** experience depends on our ability to attract and support talented students from a diversity of backgrounds, not just those who can afford to pay the full cost. Gifts to the Annual Fund in support of financial aid from thoughtful and generous donors like you, who wish to invest in education, are ensuring a transformational experience for our students.

As we expand our alumni programs and events calendar, we hope you will visit us again soon. If you have any questions or comments, or you would like more information on alumni and parents of alumni activities, please contact Manager of Alumni Relations, at **contact info**.

Thank you again for your continued support. We are grateful for your dedication to our school.

Sincerely,

Signature
Director of Development

Please retain this receipt for income tax purposes. Thank you for your gift in the amount of Gift Amount, check # dated . No goods or services were exchanged for this gift. School Name Federal Non-profit I.D. Number xx-xxxxxxx.

Event Logo

March 22, 2012

Adderssee
Address
City, State Zip

Dear Salutation,

Thank you for your generous Underwriting gift at the Silver Level to the 2012 **School Name** Spring Benefit.

Your contribution will directly and immediately benefit the dedicated people and dynamic programs at **School Name**. Proceeds from the Spring Benefit allow the school to continue its commitment to academic excellence and ensure we provide our students with an exceptional curriculum and distinguished faculty. Proceeds allocated to Fund-a-Need directly support families in need of financial aid assistance.

To express our appreciation, we recognize our Underwriters in event related materials and in our Annual Report. If you prefer your gift remain anonymous, please contact the development office.

On behalf of our community, thank you for your ongoing support of Sage Hill. We look forward to seeing you on May 12, 2012.

Best regards,

Signature
Director of Development

Please retain this receipt for tax purposes. School Name Federal Non-Profit ID # xx-xxxxxxx

Gift Date:	Pay Method: Credit Card -
Amount:	Gift Description:
Non Tax-Deductible Amt:	Spring Benefit –
Charitable Deduction:	

You will receive a formal invitation in late March with complete details about the event. You may also visit our website at _____. We request that you RSVP for the event using the invitation reply card; please include your seating requests. All names will be held at the door; tickets will not be issued. Please note, there will be a special area for Underwriters and Sponsors to check in. Our event is held outside in Town Square, so be sure to bring your wrap or jacket; dress is cocktail attire.

June 28, 2012

Addressee
Address
City, State Zip

Dear Salutation,

Thank you for your generous contribution to the **School Name** Annual Fund.

We rely on contributions to the Annual Fund to support faculty and staff salaries and professional growth opportunities, as well as our financial aid program, which ensures diversity on campus. Your gift also supports comprehensive arts and athletics programs, service learning, a broad academic curriculum and superb college counseling.

Your gift brought us closer to meeting our goals of increasing family participation and raising **Goal Amount** to support the school's operating budget, which in turn helps us to carry out our mission.

Thank you again for your continued support of **School Name**. We are a dynamic community because of the involvement and support of people like you.

Sincerely,

Signature
Director of Development

Please retain this receipt for income tax purposes. Thank you for your gift in the amount of Gift Amount, check # dated . No goods or services were exchanged for this gift. School Name Federal Non-profit I.D. Number xx-xxxxxxx.

August 24, 2012

Addressee
Address
City, State Zip

Dear Salutation,

Thank you for your most generous pledge of **Amount** to the **School Name** Annual Fund! Your support provides critical resources for this school year and allows our community to continue to thrive.

As you know, we rely on contributions to the Annual Fund to support faculty and staff salaries and professional growth opportunities, as well as our financial aid program, which ensures diversity on campus. Your gift also supports comprehensive arts and athletics programs, service learning, a broad academic curriculum and superb college counseling. All this is made possible by your generosity.

Your gift brings us closer to achieving the Annual Fund goal this year of **goal amount** to support the school's operating budget. We are a dynamic community because of the involvement and support of people like you.

First Name, we are grateful for the expertise and passion you bring to your role as a Board Member. Your contributions are vital to the people and programs that make **School Name** the leading private secondary school in Orange County.

On behalf of our community, thank you again for your continued support of **School Name**.

Best regards,

Signature
Head of School

Please retain this receipt for income tax purposes. Thank you for your gift in the amount of Gift Amount, check # dated . No goods or services were exchanged for this gift. School Name Federal Non-profit I.D. Number xx-xxxxxxx.

Date

Addressee

Address

City, State Zip

Dear Salutation

I am pleased to acknowledge receipt of your donation for our Endowment Fund.

We appreciate your vision in providing a gift that will keep on giving well into the future. Endowment gifts generate income, which provides the economic stability for years to come. Once an endowment is established, it lasts forever.

Contributions from our families and community allow us to continue to provide Orange County with the next generation of leaders, entrepreneurs, athletes, scholars, artists, and business professionals - together we will build a strong future for our community.

To recognize and express our appreciation of our donors, we publish our Annual Report each fall. We will be pleased to list your name in this publication. If you prefer not to be listed, please let us know.

On behalf of entire community, thank you again for your generous support of School Name.

Sincerely,

Signature

Head of School

Please retain this receipt for income tax purposes. Thank you for your gift in the amount of Gift Amount, check # dated . No goods or services were exchanged for this gift. School Name Federal Non-profit I.D. Number xx-xxxxxxx.

March 12, 2012

Addressee
Address
City, State Zip

Dear Salutation,

Thank you for your gift to the 2011-2012 School Name Annual Fund.

Thanks to your support, our school achieved 100% Faculty and Staff participation this year. When we contribute to the school it sends a positive message to our parents and the broader community and encourages their participation in the Annual Fund.

As you know, the Annual Fund is a critically important piece of our school's operating budget as it allows us to provide an exceptional educational experience to our students, offer competitive salaries and professional development for our faculty, and maintain a beautiful campus for all.

Thank you again for all you do for our school community.

Sincerely,

Signature
Director of Development

Please retain this receipt for income tax purposes. Thank you for your gift in the amount of Gift Amount, check # dated . No goods or services were exchanged for this gift. School Name Federal Non-profit I.D. Number xx-xxxxxxx.

August 24, 2012

«Addressee»
«Address_Lines»
«City», «State» «ZIP_Code»

Dear «Salutation»,

Your wonderful generosity in making a gift to the «Fund_description_1» Fund is deeply appreciated. It is my pleasure on behalf of the entire College community to thank you for assisting us to increase our endowed scholarship funds.

With each passing year, the importance placed on endowment growth is escalating. Without these scholarships we simply could not provide the financial assistance that over 90% of our current students require in order to obtain a Woods education. We are most grateful for the blessing of your gift and we wish you the blessing of knowing that you are helping our students become the leaders of tomorrow.

Your endowed gift partners with the College in perpetuity providing a stable foundation of funding. Thank you for demonstrating your confidence in the continued success of the College.

Sincerely,

Gift Date: «Gift_date»
Gift Amount: «Amount»
Fund: «Fund_description_1»

Please accept this letter as your receipt for IRS purposes.
No goods or services were provided in exchange for this gift.

August 24, 2012

«Addressee»
«Address_Lines»
«City», «State» «ZIP_Code»

Dear «Salutation»,

Your gift to Saint Mary-of-the-Woods College is a wonderful way to honor «IMOIHO_name_1», while helping others. «IMOIHO_notify_1» will be notified of your donation.

Through Saint Mary-of-the-Woods College, your kindness influences the lives of students, their families, and their communities. When our dedicated alums and friends believe in the College and in the living mission of Saint Mother Theodore, there is no limit to the good we can do in this world! Thank you for demonstrating your commitment to the Annual Woods Fund through your thoughtful gift.

With sincere thanks,

Gift Date: «Gift_date»
Gift Amount: «Amount»
Fund: «Fund_description_1»

Please accept this letter as your receipt for IRS purposes.
No goods or services were provided in exchange for this gift.

August 24, 2012

«Addressee»
«Address_Lines»
«City», «State» «ZIP_Code»

Dear «Salutation»,

We appreciate your thoughtfulness in sending a gift to Saint Mary-of-the-Woods College in memory of «IMOIHO_name_1». We will notify «IMOIHO_notify_1» of your kind gesture. It is always an honor for the College to be the vehicle through which friends choose to honor the memory of someone special.

We are most grateful for the thoughtfulness of your gift. We wish you the blessing of knowing that you are helping our students become the leaders of tomorrow.

Sincerely,

Gift Date: «Gift_date»
Gift Amount: «Amount»
Fund: «Fund_description_1»

Please accept this letter as your receipt for IRS purposes.
No goods or services were provided in exchange for this gift.

August 24, 2012

«Addressee»
«Address_Lines»
«City», «State» «ZIP_Code»

Dear «Salutation»,

We appreciate your thoughtfulness in sending a gift to Saint Mary-of-the-Woods College in memory of «IMOIHO_name_1». We will notify «IMOIHO_notify_1» of your kind gesture. It is always an honor for the College to be the vehicle through which you choose to honor the memory of someone special.

Your gift has been added to the «Fund_description_1» Fund and will touch the lives of countless students for generations to come. We are most grateful for the thoughtfulness of your gift and we wish you the blessing of knowing that you are helping our students become the leaders of tomorrow.

Sincerely,

April Simma '03
Director of Major and Planned Gifts

AS/as

Gift Date: «Gift_date»
Gift Amount: «Amount»
Fund: «Fund_description_1»

Please accept this letter as your receipt for IRS purposes.
No goods or services were provided in exchange for this gift.

August 24, 2012

«Addressee»
«Address_Lines»
«City», «State» «ZIP_Code»

Dear «Salutation»,

Thank you for putting The Woods “On Your Wheels” through the Special Recognition License Plate Program.

Your participation demonstrates your pride in being connected to Saint Mary-of-the-Woods College and helps promote the College to potential students.

With sincere thanks,

Gift Date: «Gift_date»
Gift Amount: «Amount»
Fund: «Fund_description_1»

Please accept this letter as your receipt for IRS purposes.
No goods or services were provided in exchange for this gift.

August 24, 2012

«Addressee»
«Address_Lines»
«City», «State» «ZIP_Code»

Dear «Salutation»,

Thank you for demonstrating your confidence in the continued success of the College through your financial support.

Your gift to Saint Mary-of-the-Woods College has an immediate and direct impact on The Woods and our students by providing some of the financial resources that allow the College to provide an excellent educational experience.

We are very grateful for your generosity and wish you the blessing of knowing that you are helping to make a difference in the lives of our students.

Sincerely,

Gift Date: «Gift_date»
Gift Amount: «Amount»
Fund: «Fund_description_1»

Please accept this letter as your receipt for IRS purposes.
No goods or services were provided in exchange for this gift.

August 24, 2012

«Addressee»
«Address_Lines»
«City», «State» «ZIP_Code»

Dear «Salutation»,

We are deeply appreciative of your recent gift to The Woods. Your commitment to supporting Saint Mary-of-the-Woods College means the world to us. Thank you for joining us in this endeavor.

Your investment is actively enabling Saint Mary-of-the-Woods College to move forward with initiatives to increase enrollment through scholarships, to enhance our technology infrastructure for both campus and distance students, and to preserve our historical architecture and grounds.

«Salutation», with each year of encouragement such as yours, The Woods is transformed to heightened levels of excellence, carrying out even greater visions for the future. Thank you again for your personal dedication to our students and for your genuine loyalty to the College.

With sincere thanks,

Gift Date: «Gift_date»
Gift Amount: «Amount»
Fund: «Fund_description_1»

Please accept this letter as your receipt for IRS purposes.
No goods or services were provided in exchange for this gift.

November 2011

Name
Address
City, State Zip

Dear Donor,

On behalf of the teachers and students at Shady Hill, thank you for your pledge of \$2,500 to Annual Fund 2012. Your support of the Annual Fund sustains our mission, attracts and retains our excellent faculty and enhances our program. Your generosity is critical to bridging the gap between what tuition covers and total operational expenses. Here are just a few ways your donation supports our community:

- Curricular enrichment, including trips to New York City, Hulbert Outdoor Center, and the Farm School
- Robust professional development, ranging from local math workshops and trips to Africa and the American South for central subject research, to additional graduate degrees
- Ongoing stewardship of our exceptional campus, with the recent addition of new gardens and outdoor learning spaces
- State-of-the-art teaching tools, such as solar printing presses, i-Pads, and current research volumes and publications for the library

Your pledge to Shady Hill's Annual Fund generates *possibility* for a thriving faculty and student body. As I begin my second year, I continue to be energized by the support and loyalty of the Shady Hill community. With your gift, you join more than 1,500 alumni, parents, grandparents, Teacher Training Course graduates, former teachers, and parents of alumni who contribute to the Annual Fund each year, helping Shady Hill to maintain its rich traditions of innovative teaching and learning.

Over the past year, I have enjoyed hearing stories and reflections about the profound impact of a Shady Hill education. You have made the choice to honor our past and to invest in the future, and we are honored to have your trust and your support. Again, thank you for helping to sustain this exceptional environment and insure that Shady Hill is the best place it can be for our students. We are fortunate to have such loyal friends, and we are pleased to count you among them.

With my gratitude and very best wishes,

Mark J. Stanek
Head of School

December 2011

«CnAdrSal_Addressee»
«CnAdrPrf_Addrline1»
«CnAdrPrf_Addrline2»
«CnAdrPrf_City», «CnAdrPrf_State» «CnAdrPrf_ZIP»

Dear «CnAdrSalAll_1_01_Salutation»,

Thank you for your recent pledge of «CnGf_1_01_Amount» to the Shady Hill School Annual Fund. Your gift will support this year's general operating budget. We are fortunate to have such loyal members of our school community.

As you know, the Annual Fund was created to support the school's budget beyond tuition dollars. Your support helps to close the gap between tuition and the actual cost of educating every Shady Hill student. We are grateful to the more than 1,500 alumni, parents, grandparents, Teacher Training Course graduates, former teachers and parents of alumni who contribute each year.

Your gift, made in the spirit of generosity and participation, helps preserve Shady Hill's traditions and supports its progress.

Thank you, we are so grateful for your generosity.

Sincerely,

Jennifer Fuge
Alumni Relations and Giving Officer

Enclosure

Address Lines

Dear Name:

Your support of Southeastern is greatly appreciated and we hope you will take advantage of your membership privileges. These include quarterly *Alumni News*, voting privileges in alumni elections, discounts on athletic season tickets, special prices on Fanfare tickets, 10% discount on non-credit continuing education courses, free career counseling and placement, Alumni Visa program and 10% discount at the bookstore.

For a small additional fee, you can purchase an Alumni I.D. which allows you to access library privileges and gives you the opportunity to join the Pennington Activity Center. Please check our web site at **www.selu.edu/alumni** for a full listing of alumni benefits.

If you reside in another state, you are entitled to a waiver of out-of-state fees for your children to attend Southeastern. All alumni are eligible for an opportunity for their children who attend Southeastern to apply for alumni scholarships which give priority to the children of alumni.

We have enclosed your window decal and membership card verifying that you are a member of the Alumni Association. Please affix the decal to your windshield in the lower corner of the passenger side. Our Alumni are invited to take advantage of visitor parking on campus and should read the instructions on the back of any tickets placed on their vehicle. (Parking pass not valid on game day). **If you return to campus as an employee or student, your alumni sticker is no longer valid since Southeastern policy requires you to register your vehicle with the University Police Department. Also, parking privileges of an alumnus will be revoked if his/her child or spouse, who is a Southeastern student is identified as having his/her parent's/spouse's alumni parking pass.**

I thank you for your continued support of your alma mater and look forward to your participation in our many events.

Sincerely,

XYZ, Director
Southeastern Alumni Association

Address Lines

Dear Name:

Thank you for participating in the Southeastern Leadership Campaign. Your philanthropic gift of \$xxxx provides financial support for the President's Fund for Excellence - a resource for Dr. Crain and future Presidents to maintain and enhance the excellent academic opportunities available to Southeastern students.

This contribution affirms your belief in the strengths and leadership of Southeastern – in the University's ability to transform students by giving them the tools to succeed both in the workplace and in their lives.

The Southeastern Foundation continues to provide the ever-increasing crucial resources to the University through the support of alumni and friends such as you. On behalf of the Southeastern Foundation and all we serve, thank you for your generosity and participation in the Southeastern Leadership Campaign.

Sincerely,

XYZ

Vice President for University Advancement

Please retain this letter as a receipt of your charitable gift. No goods or services as defined by the IRS have been exchanged in consideration of this contribution to Southeastern.

To find out if your company will match your gift to Southeastern contact your human resources office or call us at xyz.

[Date]

[Name]

[Address]

[City], [State] [ZIP]

Dear [Salutation],

Thank you for investing in the young women of [school], helping to provide them with the skills and experiences that ensure they will excel in college and in life. Your generous gift of \$xxx.xx to the [school] Fund is greatly appreciated and will impact students, faculty and programs at [school] You are helping us accomplish our timeless mission – to prepare young women for service and leadership. Achieving our goals together has never been more important than now, in our globally-connected, increasingly complex world.

Your gift helps to make our mission possible by fostering an environment in which each young woman can discover her unique voice and have the confidence, knowledge and skills to fully engage in the world. The 640 young women currently at [school] thrive as they explore their interests and capabilities as students, athletes, scientists, artists, friends and citizens in our world. They are challenged and nurtured to become their best selves and to be prepared to make meaningful contributions to their local and global communities.

The impact of your generosity can be found in the words of gratitude we hear every day from students, like Sienna, who work hard to make the most of every opportunity at [school].

Because I attend [school], I feel confident in myself and can take risks. I love how [school] has helped me shine my brightest! Thank you for putting a teacher in front of me and a pencil in my hand. Thank you for ensuring that I am part of the warm and inclusive community of [school].

– Sienna, Class of 2014

We are grateful for and honored by your investment in our meaningful partnership that helps to provide an exemplary college-preparatory education for young women, like Sienna. Thank you.

Sincerely,

Name

Director of Development

Name

Director of Annual Giving

P.S. Stay updated about the ways you're helping [school] students by visiting [school website], liking us on Facebook [school Facebook] and following us on Twitter (@[school]).

[school] verifies that no goods or services were given to the donor in exchange for this contribution. Tax ID language.

GENERAL ANNUAL FUND

Date

«Formal_IndividualJoint_Name_UM»

«AddressLine1_Primary»

«AddressLine2_Primary»

«AddressLine3_Primary»

«AddressCity_Primary», «AddressState_Primary» «AddressZip_Primary»

Dear «Formal_IndividualJoint_Salutation_U»:

We greatly appreciate your gift to the University of Michigan's Stephen M. Ross School of Business. Our success depends on the generosity of our dedicated alumni and friends.

The impact of your thoughtfulness is felt across our campus as well as the specific area you chose to support. Donations to the Annual Fund provide Dean Davis-Blake with flexible resources that aid in responding to a range of new and continuing initiatives as they come about. These gifts assist our world class faculty in their research and bring new knowledge into the classroom.

In addition, gifts in support of scholarship help us compete for the best and brightest students who are keenly interested in expanding their business perspective. Finally, contributions to a host of specialized and innovative programs assist in training students to work across disciplines and continents – equipping them to face the challenges ahead. These are a sample of the many areas of the School that benefit from gifts such as yours.

On behalf of Ross, please accept my sincere thanks for your ongoing commitment!

Sincerely,

Director of Donor Relations

CORPORATIONS

_____, 2012

«Formal_IndividualJoint_Name_UM»

«AddressLine1_Primary»

«AddressLine2_Primary»

«AddressLine3_Primary»

«AddressCity_Primary», «AddressState_Primary» «AddressZip_Primary»

Dear «Formal_IndividualJoint_Salutation_U»:

Thank you for your recent contribution to the Stephen M. Ross School of Business at the University of Michigan. Our success depends on the generosity of companies such as yours.

As one of our corporate partners, your assistance will enhance our signature strengths – offering action-learning experiences and building future business leaders, both on campus and around the globe.

I appreciate _____'s participation and support, and am proud that you share our aspiration of Leading in Thought and Action.

Sincerely,

Director of Donor Relations

DEAN'S SIGNATURE – ANNUAL FUND

Date

«Formal_IndividualJoint_Name_UM»

«AddressLine1_Primary»

«AddressLine2_Primary»

«AddressLine3_Primary»

«AddressCity_Primary», «AddressState_Primary» «AddressZip_Primary»

Dear «First_Name»:

I want to personally thank you for the generosity you demonstrate by supporting the «Designation_Public_Name». Your contributions have a direct impact on what our school and community can accomplish.

The Annual Fund, which is the school's primary source of flexible revenue, ensures that the Ross School can simultaneously maintain its academic excellence, withstand economic adversity and increase our global impact. The Annual Fund touches every aspect of life at Ross, and makes possible such important activities as recruiting new faculty, expanding the EMBA program to Los Angeles, and funding our prominent Action-Based Learning programs. With your assistance, the Annual Fund helps build a versatile curriculum that teaches students to work across disciplines, backgrounds and cultures to solve real business issues with innovation and imagination.

As Dean, unrestricted resources give me the invaluable ability to take strategic and immediate action on the growing needs of our school and student-body. Thank you again for your continuing commitment to the school. I am very proud to join you in the tradition of Ross.

Sincerely,

DEAN'S SIGNATURE – SPECIFIC FUNDS

I. Opening:

I want to personally thank you for the generosity you demonstrated by supporting the _____ at the University of Michigan's Ross School of Business. Your contributions have a direct impact on what our school and community can accomplish.

II. Annual Fund:

The Annual Fund, which is the primary source of flexible revenue, ensures that the Ross School of Business can simultaneously maintain its academic excellence, withstand economic adversity and increase our global impact. Thanks to your support activities such as recruiting new faculty, expanding the EMBA program to Los Angeles, and funding our prominent Action-Based Learning programs are possible. In concert, your assistance and the Annual Fund help build a versatile curriculum that teaches students to work across disciplines, backgrounds and cultures to solve real business issues with innovation and imagination.

III. Scholarship

a. Need

Your scholarship support makes it possible for students to engage in important academic and campus activities with less concern for their financial obligations. Need-based scholarship awards reduce or eliminate loans, part-time jobs and debt for students demonstrating financial need, allowing them to focus on academics and achievement during their time at Ross. The _____ recipient for 2012, _____, is a shining example of how your assistance gives students an opportunity to explore their interests and fulfill their potential.

b. Merit

One of Ross' primary objectives is to attract and retain the brightest students from around the world. The 2012 _____ Scholarship gives us an advantage over other top business schools by offering one of our most outstanding students, _____, our world-class program and financially backing their success. Your scholarship assistance also encourages the recipient's future involvement in the School and reinforces his value of academic achievement.

a. PdD

One of Ross' primary objectives is to attract and retain the brightest students from around the world. Your support of the _____ gives us an advantage over other top business schools by enabling doctoral students to perform groundbreaking dissertation research within our world-class program and easing their financial burden.

IV. Faculty

Your generosity to the Ross School of Business ensures our continuous standing as a leader and best in teaching, research and learning. Further growth of our institution depends upon attracting and retaining faculty at the forefront of their fields who simultaneously challenges our passionate student body and performs groundbreaking research. One such expert faculty is the _____ recipient, _____, who teaches our students the _____ skills that will prepare them for success in their professional lives.

V. Facilities

a. Named-Space

The Ross building's overall design was tailor-made to support the unique Action-Based Learning curriculum. Our state-of-the-art _____ room that bears your name provides an unparalleled workspace for students to collaborate, innovate and study issues with partners around the world. In addition to academics, the _____ room hosts a collection of other activities and meetings such as...

b. General

The Ross School is a cutting edge facility that was designed for the broad demands of an Action-Based Learning curriculum. Our state-of-the-art group study rooms provide an unparalleled workspace for students to collaborate, innovate and study business issues with partners around the world. Your gift gives us the flexibility to adapt the building to the shifting needs of the student-body and curriculum.

VI. Art Acquisition:

As you well know, the Ross Art Collection has an impressive range of contemporary works that provide a cultural experience for our students in addition to the world-class

business education they receive. Your generous artwork contribution, _____, represents a blend of cultures and painting techniques, which challenges students and encourages a creative approach to the business issues faced in the classroom.

VII. Closing

a. General

Thank you again, for your continuing commitment to the school. I am very proud to join you in the tradition of Ross.

b. Annual Fund:

As Dean, unrestricted resources give me the invaluable ability to take strategic and immediate action on the growing needs of our school and student-body.

c. Scholarship:

As Dean, it would not be possible to run a successful business program without dedicated scholarship supporters.

d. Alumni/Advisory boards:

_____, thank you again, for your continuing commitment to the school and your leadership on the _____.

Date

Name

Address1

Address2

City, St Zip

Dear Salu:

It is my pleasure to thank you for your recent gift to Stevens Institute of Technology. Philanthropic support from our alumni and friends is critically important to the University.

Your commitment to Stevens helps us continue the important work of developing new academic programs and creating more opportunities for students through an enriched, comprehensive student life experience. Your support makes possible the progress that improves our educational environment. The positive impact of your gift affects our community by ensuring that our 140-year commitment to academic rigor and excellence continues to advance, while maintaining our core Stevens values.

We are honored that you have chosen to invest in Stevens, and I hope that you take pride in your investment. I encourage you to visit our campus, to experience all that our robust community offers. I know that you will be inspired and impressed by our students and the many achievements of our graduates.

On behalf of this great University, I offer my sincere gratitude for your gift this year.

Sincerely yours,



Edward C. Eichhorn '69

Vice President for Development

CHARITABLE GIFT RECEIPT

Please retain this receipt for tax purposes.

Match Information:

For additional information about matching gifts or your matching gift company, go to www.matchinggifts.com/stevens

Donor:

Name

Address1

Address2

City, St Zip

Gift Date: Date

Amount: \$0.00

Fund: Fund

No goods or services were received in exchange for this contribution

Date

Name

Address

City State Zip

Dear :

Thank you for keeping the Red Dragon spirit alive with your recent gift of <<AMOUNT>> to the SUNY Cortland Athletics Fund (designated for <<FUND>>). You are making a real difference in the lives of our students in and out of the competitive arena.

A challenging educational program, combined with the opportunity to compete in intercollegiate Division III athletics, prepares our student athletes to be leaders in their careers and communities. The SUNY Cortland Athletics Department has always maintained a high standard of sportsmanship and competitiveness.

Our student athletes strive for excellence both on the field and in the classroom. Your continued investment will help them maintain that standard of excellence and motivate them to achieve even more. In September 2011, we announced *Educating Champions: The Campaign for Cortland*, a \$25 million campaign that will provide Cortland with the resources it needs to succeed in a changing world. Your gift brings us one step closer to achieving our goal. Thank you again for your generosity and continued interest in our student athletes. We hope to see you at future events.

Best Regards,

Your gift is tax-deductible. Please use this letter for income tax purposes to confirm that your payment is in support of the Cortland College Foundation and that neither the foundation nor the College has provided goods or services to you in exchange for your gift.

Date

Name

Address

City State Zip

Dear :

Thank you for your support of SUNY Cortland. Your gift of {SAMOUNT} has a tangible impact on our students, faculty and the entire College community. It provides necessary resources to enhance opportunities for our students and helps academic and extracurricular programming flourish.

The impact of your generosity can be found in the words of gratitude we hear every day. From the scholarship recipient who never thought he could afford college to the student discovering the research question that will become her life's work — your gift is truly touching lives.

Along with thousands of others, you are changing the future of our institution. In September 2011, we announced *Educating Champions: The Campaign for Cortland*, a \$25 million campaign that will provide Cortland with the resources it needs to succeed in a changing world. Your gift brings us one step closer to achieving our goal. We are grateful for your support, for playing a role in our present success and, more importantly, contributing to our future.

Best Regards,

Your gift is tax-deductible. Please use this letter for income tax purposes to confirm that your payment is in support of the Cortland College Foundation and that neither the foundation nor the College has provided goods or services to you in exchange for your gift.

Thank you so much for your generous gift of \$xxxx to the SUNY New Paltz Foundation for the Piano Summer Festival.

With your gift, we will be able to offer Piano Summer students and the community an exceptional musical experience.

The talent, energy, and intellectual curiosity of New Paltz faculty, staff, students and supporters like you continues to advance the College's reputation as a public institution offering an extraordinary education. I hope you are proud of the role you play in growing New Paltz's legacy. On behalf of the College and all who are touched by your donation, thank you for your continued generous support.

Thank you so much for your generous gift of \$xxx to the Fund for New Paltz. Your unrestricted support is especially important in these uncertain economic times, as it allows the Foundation to invest in our most pressing priorities. Right now those needs are focused on student scholarships and support for capstone learning experiences such as joint faculty-student research and internships. These experiences provide our students with opportunities to apply and integrate what they have learned in their formal courses, and are important both for “cementing” what they have learned and preparing them well for future challenges.

Your support of your alma mater makes it possible for New Paltz to maintain its commitment to student success. Thank you.

Sincerely

Thank you so much for your generous gift of \$\$\$ to the SUNY New Paltz Foundation for the fund established in memory of your son, John Smith.

Just about every day, I hear a story from a New Paltz alum about how their time here changed their lives - the quality of the education they received, and how support and mentoring by dedicated faculty, staff and fellow students helped them become what they are today.

You are part of that story. Your gift honors John's legacy here at New Paltz by providing students in the Xxxxx department the needed resources to attend academic conferences and events, as well as opportunities for other rich learning experiences.

At a time when you were remembering someone very dear to you, you also thought of others who are in need and extended your hand in support. On behalf of the College and all who are touched by your donation, thank you.

4-ARTS&SCIENCES

Dear:

"It is not so very important for a person to learn facts. For that he does not really need a college. He can learn them from books. The value of an education in a liberal arts college is not learning of many facts but the training of the mind to think something that cannot be learned from textbooks." - Albert Einstein

How extraordinary to realize that your gift will shape a mind and forever change a life.

Because of you, a student will conduct world-changing research, or participate in a once-in-a-lifetime art opportunity, or hear a visiting scholar, and be forever changed by his words.

From math and science, to humanities and the fine arts, the School of Arts and Sciences embodies the essence of the liberal arts tradition, preparing students for the world beyond the classroom. Thank you for making this possible.

[President's Club: Your gift also qualifies you as a member of our President's Club, our prestigious group of leadership donors giving more than \$1,000, and we are pleased to welcome you this year. As a member, you will receive an e-newsletter from the President keeping you apprised of happenings on campus, and will be hearing about members-only activities and events. Thank you for your leadership.]

We are so pleased that you are part of the xxxxxxxxxxxx family and truly appreciate your support. If we can be of further service to you, please don't hesitate to be in touch with me or the Annual Fund office at xxxxxxxxxxxx.

With great appreciation,

[name]

[title]

13-GREATEST NEEDS

Dear:

You make a living by what you get. You make a life by what you give. – Winston Churchill

Thank you for making a gift that will last a lifetime.

When you look back on your own life, was there something you wished you could have achieved, but lacked the support? You are now providing that opportunity for today's students....

Your gift will transform the life of a high school senior who really wants to come to xxxxxxxx. You just made it possible, through financial support, for that student to attend.

Your gift will help the student on campus who *loves* being part of Potsdam, but needs access to leadership training or internship opportunities to launch a successful future.

Your gift will allow a student to conduct world-changing research or take advantage of amazing arts opportunities.

When joined with the contributions of others who give each year to The Fund for XXXXXX, your unrestricted gift helps meet immediate needs and respond to once-in-a-lifetime opportunities here at xxxxxxxx. Thanks to you, each student can find his or her niche here at Potsdam, and benefit from extraordinary student experiences.

[President's Club: Your gift also qualifies you as a member of our President's Club, our prestigious group of leadership donors giving more than \$1,000, and we are pleased to welcome you this year. As a member, you will receive an e-newsletter from the President keeping you apprised of happenings on campus, and will be hearing about members-only activities and events. Thank you for your leadership.]

We are so pleased that you are part of the Potsdam family and truly appreciate your support. If we can be of further service to you, please don't hesitate to be in touch with me or the Annual Fund office at xxxxxxxx.

With great appreciation,

[name]

[title]

10-STUDENT IMPACT

Dear:

People become really quite remarkable when they start thinking that they can do things. When they believe in themselves they have the first secret of success. – Norman Vincent Peale

Thank you for believing in today's students!

Through your support, a student will have the opportunity to participate in life-changing experiences...experiences that will prepare them for success in life.

Your gift will help the student on campus who *loves* being part of xxxxxxxxx, but needs access to leadership training or internship opportunities to launch a successful future.

Your gift will allow an extraordinary music student to perform in a world renowned recital hall.

Your gift will allow a brilliant science student to conduct world-changing research.

By providing exceptional experiences for students that extend far beyond the classroom walls, you are changing a student's life forever.

[President's Club: Your gift also qualifies you as a member of our President's Club, our prestigious group of leadership donors giving more than \$1,000, and we are pleased to welcome you this year. As a member, you will receive an e-newsletter from the President keeping you apprised of happenings on campus, and will be hearing about members-only activities and events. Thank you for your leadership.]

We are so pleased that you are part of the xxxxxxxxxx family and truly appreciate your support for scholarships. If we can be of further service to you, please don't hesitate to be in touch with me or the Annual Fund office at xxxxxxxxxxxxxx.

With great appreciation,

[name]

[title]

ANNUAL FUND TYS

Our appreciation for your giving is heartfelt and sincerely appreciated, and we'd like to say thank you for your support.

Strive For 5: Let me begin by saying *congratulations* on your graduation! It is a wonderful feeling of accomplishment to be sure. I would also like to thank you for making a pledge to the Strive Fr Five Campaign. As a member of our newest alumni class, your gift to the Sycamore Fund immediately sends a statement to your fellow alumni- and former classmates- that you value your educational experience.

Planned Gift TY: Thank you for including Sycamore School in your estate plans. It is very kind of you to arrange for the school to receive such generous funds for scholarships. This is a wonderful way to give back to Sycamore and to help others have the educational opportunities that have been important to you.

Quote: "I can no other answer make, but, thanks and thanks: William Shakespeare

VIP: It is a great pleasure to thank you for your continued partnership with Sycamore School. Our entire institution benefits from your philanthropic investments, from our faculty, staff, students who will be impacted by your commitment to Sycamore School.

Date

Name Address
City, State Zip

Dear (Short Salutation):

Thank you for your gift of \$-- on (date). With matching funds provided by (Company), you were able to double your original gift.

_____ School is very grateful to you and _____ Company for these gifts to the Annual Fund. Each gift supports the students and staff at _____. We are very fortunate to be able to count on people like you who faithfully support our mission.

Sincerely,

(Name)
_____, Head of School

Date

Name

Address

City, State Zip

Dear

It is a privilege to receive a gift from you. As part of our Sycamore School family, your gift is important to the school.

Thank you for your generous gift of (\$ amount) to _____ School's Annual Fund. Your support is very special to the school. _____ School did not provide you with any goods or services in whole or in partial consideration for your contribution.

The gift we offer our students is a gift we offer the world. It is a gift of passion, humility, service, vision and joy-all expressed in an abiding faith in the richness of the gifts born in each one of us.

Thank you for your gift and for all you do each and every day.

Best Regards,

(Name)

_____, Head of School

Date

Name

Address

City, State Zip

Dear (Short Salutation):

I want to thank you for your recent gift of ## shares of _____. Your gift was received on (date) with a mean price for the day of \$_____.

We are very grateful for your gift to the Annual Fund of ____ School. The Annual Fund helps cover all expenses not covered by tuition, including curriculum materials, supplies and salaries. We depend on your gift to the Annual Fund to secure the future of the exceptional, encouraging environment that we provide for our students at Sycamore School.

Your participation in the school's Annual Fund is needed. It strengthens our school when those closest to the cause support it. Thank you for making a difference!

For your records, Sycamore School did not provide you with any goods or services in whole or partial consideration for your gift.

Best Regards,

Director of Advancement
_____ School

Date

«Mail_Name_1»

«Address_1»

«Address_2»

«Address_3»

Dear «salutation»:

I would like to thank you for your generous support of the Tepper School of Business. Your gift of \$«Acknowledge_Amt» to the «allocation» provides the essential support that we need to remain a top business school and competitive with our peers. We are always striving to improve, and your support will allow us to build upon our reputation as a leader in business education and research.

Over the past year, I have had the opportunity to visit with hundreds of our alumni and friends around the world to discuss our future challenges and opportunities. As is our tradition, we will continue to innovate in our curricula and educational programs, offer new programs that leverage the strengths of the school and university, and invest in the intellectual capital of the school to attract the best and brightest students and faculty. Our mission, as always, is to produce cutting-edge, impactful research and to provide an education to our students that is both rigorous and relevant.

I would like to offer my congratulations as you are (again or now) a member of the W.L. Mellon Society. This is an elite group whose leadership gifts help provide the valuable resources we need to be successful and remain one of the world's leading business schools. To honor your generous commitment, your name will be prominently displayed on the donor board located within the building and in Tepper School publications. In addition to qualifying for the W.L. Mellon Society, this gift also makes you a member of Carnegie Mellon University's Andrew Carnegie Society.

Thank you again for your generosity and participation as an active member of the Tepper School of Business community.

Gratefully,

Robert M. Dammon
Dean, Tepper School of Business

August 10, 2012

«Mail_Name_1»

«Mail_Name_2»

«Address_1»

«Address_2»

«Address_3»

Dear «salutation»:

Thank you for your gift of \$«Acknowledge_Amt» to support the Tepper School of Business during the final days of our 2012 Annual Fund Campaign.

By supporting the «allocation», you make a meaningful difference in the success of the school. We are working hard to ensure that today's students graduate with the skills needed to immediately impact a global, interconnected and technologically sophisticated society. We also are committed to offering a world-renowned business school education that brings together the most promising students and faculty.

Because of the support from our alumni, faculty, staff, and friends, we continue to be a world leader in business education. Over the last few years, more alumni, faculty, staff and friends than ever before have supported the Tepper School. We continue to set records for donors to our Annual Fund Campaign, including a new record set during our 2011 Campaign, and attendance at Tepper School alumni events is also growing. We will soon be able to announce the results of our 2012 Annual Fund Campaign.

Thank you once again for your support and we hope that you will be able to attend at least one Tepper School alumni event over the next year. If you have any questions, or if I can provide information about the impact of your support, please contact me at 412-268-5137 or via email at chrishughes@cmu.edu.

Sincerely,

January 12, 2012

Dear Mrs. X,

Thank you for so generously supporting The Neuro again this year through your recent gift to our Annual Fund. Your generous donation of \$X to support Program X will allow us to remain at the very forefront of health research worldwide, will help to improve medical treatments, and will enhance the personalized care and support given to patients and their families.

The Neuro is truly privileged to have been the beneficiary of such exceptional support, and over so many decades, from the X family. We are so thankful for the special relationship that The Neuro shares with your family and X Family Foundation, and we look forward to continuing to work together.

Thank you for your commitment toward the successful treatment, cure and prevention of neurological diseases and the relief of suffering for so many who are affected by them. Your support is truly meaningful.

Sincerely yours,

XYZ

Executive Director, External Affairs

As The Neuro is a teaching and research institute of McGill University, you will receive an official tax receipt directly from McGill.

(N/N)

August 9, 2012

Dear Mr. X,

In the adult human brain, there are hundreds of important connections being made every second. I want to take this opportunity to thank you for connecting with The Neuro in such a meaningful way. Your generous donation of \$x to support Program Y will allow us to remain at the very forefront of health research worldwide, will help to improve medical treatments, and will enhance the personalized care and support given to patients and their families.

Thanks to you, The Neuro will continue to make a difference in finding the answers to the most difficult medical questions of our day, advances which will have far reaching implications for the diagnoses, treatments, and quality of life for all people touched by neurological disease.

Thank you for having connected with us to make this work possible.

Sincerely yours,

XYZ

Development Officer, Annual and Leadership Giving

As The Neuro is a teaching and research institute of McGill University, you will receive an official tax receipt directly from McGill.

(N/N)

August 9, 2012

Dear Ms. X,

In the adult human brain, there are hundreds of important connections being made every second. I want to take this opportunity to thank you for connecting with The Neuro in such a meaningful way. Your generous donation of \$X to support Program X will allow us to remain at the very forefront of health research worldwide, will help to improve medical treatments, and will enhance the personalized care and support given to patients and their families.

As a Wilder Penfield Council memberS and 'LOYAL' donorS to The Neuro since XXXX, you know that support for the Annual Fund is not just important, it is critical. These annual funds are directed toward the most immediate needs of The Neuro and allow us to take advantage of some of the most promising opportunities that arise during the course of the year. Importantly, this fund helps leverage other donations, so crucial as we strive to complete our \$40 million capital campaign for 2013.

Thanks to you, The Neuro will continue to make a difference in finding the answers to the most difficult medical questions of our day, advances which will have far reaching implications for the diagnoses, treatments, and quality of life for all people touched by neurological disease.

Thank you for having connected with us to make this work possible.

Sincerely yours,

XYZ

Executive Director, External Affairs

As The Neuro is a teaching and research institute of McGill University, you will receive an official tax receipt directly from McGill.

(N/N)

August 9, 2012

Dear Mrs. X,

On behalf of the entire Epilepsy research and patient care team at The Neuro, thank you for responding so generously to Dr. Frederick Andermann's call for support of the incredible work underway at the Montreal Neurological Institute and Hospital.

As requested, your gift of \$X, made in honour of Dr. XYZ, has been allocated to the needs of our Program X. As Director of the Epilepsy Service and the Epilepsy Unit at The Neuro, Dr. Andermann knows just how vital your donation is to the success of our efforts to treat and cure Epilepsy. Thank you for your precious support.

The Neuro's Epilepsy Clinic sees over 1,500 patients every year and offers a wide range of services, including evaluation and treatment for both inpatients and outpatients. It is thanks to donors like you that we are able to continue to provide outstanding care and pursue world-leading research to improve the quality of life of our patients.

Thank you for your support of our mission and for your investment in the future of The Neuro.

Sincerely yours,

XYZ
Executive Director, External Affairs

As The Neuro is a teaching and research institute of McGill University, you will receive an official tax receipt directly from McGill.

(Y/Y)

August 10, 2011

Dear X,

On behalf of the researchers, physicians and patients of the Montreal Neurological Institute and Hospital (The Neuro) thank you for your incredible efforts in organizing this year's XYZ Fundraiser. This event not only raises much needed financial support for Program X, but also increases The Neuro's visibility in the community and educates the public about this terrible disease. Thank you.

We are so grateful for the countless hours that you and your team have devoted to the Foundation's fundraising activities over the past X years. Congratulations to you all on the incredible success of this year's event, which raised more than \$X to support Dr. XYZ's important research on X.

As this is a cause which is so close to your heart, I know that you join me in celebrating the amazing work that these funds make possible – the development of new therapies and treatments in the fight against X, and hopefully one day soon, a cure.

Thank you once again for your energy, support and dedication.

Sincerely yours,

XYZ
Executive Director, External Affairs

Date

Name

Address

City, State Zip

Dear First Name,

Thank you for your gift of \$XXX.XX to the Sage Fund for Excellence and for your continued support.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Name

Director

Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Patricia Foley DeAngelis '79
39 Brenway Drive
West Hartford, CT 06117

Dear Patricia,

Thank you for your gift of \$25 to The Sage Fund for Excellence.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

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Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Doris Osborn Dormandy '48
17 State Street Apt 1
Rockland, ME 04841

Dear Doris,

Thank you for your gift of \$10 to The Sage Fund for Excellence and for continuing your support.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Ann Holt '71
22 Bramblewood Cross
Little Compton, RI 02837

Dear Ann,

Thank you for your gift of \$100 to The Sage Fund for Excellence and welcome to the Sage Donor Club.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

P.S. – I hope to see you on campus June 3, 4 and 5 for Reunion 2011!

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Charlotte Silver Leary '53
209 Morse Drive
Shelburne, VT 05482-6422

Dear Charlotte,

Thank you for your gift of \$100 to The Sage Fund for Excellence and welcome to the Sage Donor Club.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Patricia Newmark McCue '52
171 Brimbal Avenue
Beverly, MA 01915-1838

Dear Patricia,

Thank you for your gift of \$250 to The Sage Fund for Excellence and welcome to the Doris Crockett Davie Club.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Maximum Solutions, Inc.
c/o Cara Sadowski Morgan '96
105 Beaver Valley Road
Stroudsburg, PA 18360

Dear Cara,

Thank you for Maximum Solutions, Inc.'s gift of \$100 to The Sage Fund for Excellence and welcome to the Sage Donor Club.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

P.S. – I hope to see you on campus June 3, 4 and 5 for Reunion 2011!

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Nancy Currie Polk '57 '62
12 Carrie Court
Niskayuna, NY 12309

Dear Nancy,

Thank you for your gift of \$150 to The Sage Fund for Excellence and for continuing your membership in the Helen McKinstry Club.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Marilyn Brandman Schnidman '74
40 Armand Road
Ridgefield, CT 06877

Dear Marilyn,

Thank you for your gift of \$470 and match of \$235 to The Sage Fund for Excellence and welcome to the Grace Vandervoort Club. This \$705 contribution will have a direct impact on the educational environment at Sage.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Maureen Shanahan '90 '91
18 Maple Avenue
Albany, NY 12208

Dear Maureen,

Thank you for your gift of \$25 to The Sage Fund for Excellence and for continuing your support.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Caroline Bailey Toner '66
297 Ardsley Road
Longmeadow, MA 01106

Dear Caroline,

Thank you for your gift of \$500 to The Sage Fund for Excellence and welcome to the Grace Vandervoort Club.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

P.S. – I hope to see you on campus June 3, 4 and 5 for Reunion 2011!

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Patricia Henry Uhl '75
3 Higate Lane
Simsbury, CT 06070-1005

Dear Patricia,

Thank you for your gift of \$25 to The Sage Fund for Excellence and for continuing your support.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Donna Zeppetella Valicenti '64
104 Lake Street
Weymouth, MA 02189-2015

Dear Donna,

Thank you for your gift of \$150 to The Sage Fund for Excellence and for continuing your membership in the Helen McKinstry Club.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumnae are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

August 24, 2012

Mary Center Campbell '67
99 N Avenue-Off Perkins Street
Stoneham, MA 02180-4340

Dear Mary,

Thank you for your gift of \$100 to The Sage Fund for Excellence and welcome to the Sage Donor Club.

As you know, Sage is committed to building on the values of its heritage while preparing students for success in a richly dynamic world. Annual fund support fortifies Sage's close-knit community, diverse opportunities, and vast academic programs. These elements are at the cornerstone of the Sage educational experience, and they are the primary reason why 98 percent of Sage alumni are either employed or continuing their studies immediately after graduation. Your donation directly assists today's Sage students as they become the leaders of tomorrow!

Once again, thank you for your generosity, and I hope we have the chance to connect sometime in the near future.

Sincerely,

Palmer Fagnoli
Director
Office of Annual Giving

*Does your employer invest in education as much as you do?
Go to www.sage.edu/corpmatching to find out.*

«TODAY»

«LABEL»

Dear «SALUT»:

On behalf of students, faculty and staff at Thomas More College, thank you for your pledge payment of «GIFT_AMT» designated to the Chapel Building Fund.

I am so grateful for your participation in this campaign. Our new chapel will stand as an enduring testament of the faith of this community. I deeply appreciate your supportive involvement in our mission.

Yours truly,

h

Sr. Margaret Stallmeyer, C.D.P. '68
President

Thomas More College
Gift Receipt

Receipt No. «LT_NO_GIFT»

«LABEL»

Date: «GIFT_DATE»

Contribution: «GIFT_AMT»

Designation: Chapel Building Fund

Thomas More College has not provided any goods or services in consideration,
in whole or in part, for this contribution.

****THIS IS YOUR OFFICIAL RECEIPT****

*****PLEASE RETAIN FOR YOUR TAX RECORDS*****

«TODAY»

«LABEL»

Dear «SALUT»,

On behalf of the entire Thomas More College community, I thank you for your recent «GIFT_AMT» gift to The Fund for Thomas More College.

Thomas More College is working hard to make it affordable for students to attend TMC. In fact, more than \$10 million in scholarships and financial aid is awarded annually, with 100 percent of traditional students receiving some type of assistance. I deeply appreciate your support of our mission.

Yours truly,

h

Sr. Margaret Stallmeyer, C.D.P. '68
President

Thomas More College
Gift Receipt

Receipt No.	«LT_NO_GIFT»	«LABEL»
Date:	«GIFT_DATE»	
Contribution:	«GIFT_AMT»	
Designation:	The Fund for Thomas More College	

Thomas More College has not provided any goods or services in consideration,
in whole or in part, for this contribution.

****THIS IS YOUR OFFICIAL RECEIPT****
*****PLEASE RETAIN FOR YOUR TAX RECORDS*****

***** Template for Annual Scholarship Renewals *****

[Letterhead]

DATE

NAME

ADDRESS

CITY STATE ZIP

Dear Herb and Melvina,

Thank you for your gift of \$XXXX to the XXXX Foundation on DATE to renew the ***First and last name Honorary Scholarship***. I value your commitment to scholarships which meet such a crucial need for our students.

Increasingly, many college students are relying on some type of financial assistance to meet the cost of a higher education. The help you are providing through this scholarship, coupled with the value afforded to the student here at Tyler Junior College, will most certainly have an immediate impact on the recipient's life.

Our scholarship office will send a notification letter once the scholarship has been awarded. Also, I hope you will join us for our annual scholarship luncheon this fall where you will have the opportunity to meet the scholarship student and visit with him or her personally. It is one of our most memorable events for both the students and our generous supporters.

Again, thank you for this contribution and for sharing in the promises of TJC – **a quality education, a vibrant student life and community service.**

Sincerely,

Mickey Mouse
President

/em

*No goods or services were provided in exchange for this contribution.
Please retain this letter for your records.*

Letter for Gift with Positive RSVP

Date

Name

Address

City State Zipcode

Dear **informal salutation**,

Thank you for your gift of \$X on **Date** to the Tyler Junior College Foundation in honor of Coach John Peterson. Your contribution has been placed in the ***Coach Mickey Mouse Endowed Scholarship*** and will benefit students by providing tennis scholarships year after year.

Your generosity will help us reach the endowment's principal goal of \$10,000, which will be invested to generate annual income for funding tennis scholarships. Since 1987, Coach Mouse dedicated his time, expertise, and enthusiasm to TJC tennis teams, and this scholarship will certainly carry on his legacy of success.

A notification letter will be sent to Coach Mouse **[about your gift/ with your personal note]** after his recognition dinner on DATE. Please contact Daisy Duck, Special Events Coordinator, if you have any questions about your reservation(s) for the dinner by calling her at (XXX) XXX-XXX or emailing her at daisy@disney.edu.

Again, thank you for joining us in honoring such an inspirational TJC coach, teacher, athlete and mentor. In the same way Coach Mouse continuously nurtured his athletes, his scholarship will continue to give tennis students a greater opportunity to excel in their education and sport.

I look forward to seeing you on DATE when we surprise Coach Peterson with the establishment of this honorary scholarship!

Sincerely,

NAME

Vice President

Advancement and External Affairs

/em

*No goods or services were provided in exchange for this contribution.
Please retain this letter for your records.*

Acknowledgement for Tribute, Honor and Recognition Gift Levels

DATE

Mr. and Mrs. NAMES
Street Address
City, State Zipcode

Dear NAMES,

Thank you for your gift of **\$250.00/ \$500.00/ \$1000.00** to the XXX Foundation in honor of Mrs. First name lastname. Your contribution has been placed in the ***First name lastname Endowed Scholarship***, which will continue her legacy by benefitting speech and theatre students for years to come. A notification letter has been sent to Mrs. lastname.

Your contribution is part of our *Have a Seat* initiative for the Named Theatre. To express our appreciation for your generosity, you are being given the opportunity to inscribe a theatre seat with a message or memory of your choice. It is our understanding that you wish your message to read:

Words words words
Words words words
Words words words

Please contact Name, Coordinator of Donor Relations at (XXX) XXX-XXXX or name@email.edu if you have not informed us of your wishes regarding your inscription or if you see a correction that needs to be made.

Again, thank you for honoring such an inspiring TJC teacher, coach, costume designer, mentor and TJC mom to over four decades of Tyler Junior College students. In the same way Jacque continuously gives to her students, her scholarship will continue to give speech and theatre students a greater opportunity to excel in their education. We appreciate you for sharing in the promises of TJC – **a quality education, a vibrant student life and community service.**

Sincerely,

Mickey Mouse
President

/em

*No goods or services were provided in exchange for this contribution.
Please retain this letter for your records.*

DATE

NAME

ADDRESS

CITY, STATE, ZIPCODE

Dear informal names,

Thank you for your gift of \$XXX on DATE to the ***Designation***. Your contribution will help cover the costs for the new Apache Belle costume display located on the Apache Belle floor in the Ornelas Residential Complex. I truly appreciate you for sponsoring a shadow box!

Did you hear about this year's Apache Belle Pow Wow Dance Camp for dancers ages 13-18? I asked [*Program director's name*] about it, and she said the dance camp was a success. In fact, the Apache Belles will continue this tradition annually! Also, the 66th Apache Belle line has been selected for the 2012-2013 school year, and all the Belles will move into the dorms when Belle camp begins on August 12th. I invite you to join us at the first football game at home against Kilgore on September 8th. Go Apaches!

Again, thank you for your contribution. Your support for the Apache Belles allows TJC to continue its unique and vibrant traditions.

It is with friends like you that we can continue to honor TJC's three promises – **a quality education, a vibrant student life and community service** – for all who choose TJC.

Sincerely,

Minnie Mouse
Vice President
Advancement and External Affairs

/em

*No goods or services were provided in exchange for this contribution.
Please retain this letter for your records.*

DATE

<Title > < First name> < Last name>

<Street address>

<City>, <State>, <Zipcode>

Dear <salutation >,

Thank you for increasing the impact of your gift by participating in your employer's matching gifts program. We received your matching gift from <Organization/Company>, on <Date of check and/or transaction> in the amount of \$<amount received> for the benefit of <fund designation>.

Your **continued<only if this is not the donor's first gift>** support in the Tyler Junior College community is greatly appreciated. Remember, you are the reason we can continue to honor our three promises – a quality education, a vibrant **student life and community service** – for all who choose TJC.

Sincerely,

Minnie Mouse

Vice President

Advancement and External Affairs

New Template for Memorial Notifications to Family

May 11, 2012

NAME
ADDRESS
CITY, STATE, ZIP

Dear informal first name,

In loving memory of [deceased first name], a donation has been made to the Tyler Junior College Foundation by [Donor's name]. This contribution has been placed in the ***Designation***, and it will impact the lives of countless students by providing them with educational tools to achieve their dreams.

For your convenience, contact information for the donor is listed below.

Donor's combined name
Address
City, State, Zip
(Description of donor if you know their relationship to the deceased, such as "Former Colleague" and if you don't know the relation, just include the first names like below:)

Ex) Mr. and Mrs. Mickey Mouse
Address
City, State, and Zipcode
(Mickey and Minnie)

If you have any questions concerning this contribution, please contact First and last name, Coordinator of Donor Relations at (XXX) XXX-XXXX or daisy@giving.edu.

Sincerely,

Name
Vice President
Advancement and External Affairs

/em



Saint Peter's
UNIVERSITY

Discernment

The act or process of exhibiting keen insight and good judgment.



**Thank you for making
your first gift to
Saint Peter's University.**

In the Jesuit tradition,

Thank You

Saint Peter's
UNIVERSITY



Thank You

Lord, teach me to be generous.
Teach me to serve you as you deserve;
to give and not to count the cost...

Prayer for Generosity
St. Ignatius Loyola



Saint Peter's
UNIVERSITY

Thank you for your support,

A handwritten signature in blue ink that reads 'Jamie M. Bredehoft'. The signature is written in a cursive, flowing style.

Jamie M. Bredehoft MBA '12
Director of Annual Giving



Saint Peter's
UNIVERSITY

Magis

Latin: More



**It is in doing more for others that
you have done the most good.
Thank you for your increased gift
this fiscal year.**

In the Jesuit tradition,