

[Your Name]
[Your Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Organization]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am [Your Position] at [Your Organization], a nonprofit dedicated to rescuing and rehabilitating animals in need.

As you may know, our organization relies heavily on the generosity of individuals and businesses in our community to continue our vital work. This year, we aim to [briefly describe your current goals or projects], but we cannot achieve this without support from caring individuals like you.

We would be incredibly grateful if you would consider making a donation to [Your Organization]. Your support will directly contribute to [specific uses of the funds, e.g., medical care, food, shelter, etc.].

Every contribution, no matter the size, makes a significant impact. We would be happy to provide tax-deductible receipts for your records.

Thank you for considering our request. Together, we can make a difference in the lives of countless animals in need. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you have any questions or would like more information about our organization.

Warmest regards,

[Your Name]
[Your Position]
[Your Organization]
[Website URL (if applicable)]