

[Your Nonprofit's Letterhead]

[Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

Subject: Request for Food Donation to Support [Nonprofit Name]

I hope this letter finds you well. I am writing to you on behalf of [Nonprofit Name], a nonprofit organization dedicated to [briefly describe your mission or purpose, e.g., "providing nutritious meals to families in need in our community"].

As we strive to fulfill our mission, we rely heavily on the generosity of local businesses and individuals like you. We are reaching out to request your support in the form of food donations. Your contribution will directly benefit [specific group you serve, e.g., "families experiencing food insecurity, individuals with health challenges, etc."] and help us continue our vital work.

We are particularly in need of [list specific types of food items or categories, e.g., "canned goods, fresh produce, non-perishable items, etc."]. Your donation can make a significant difference in the lives of those we serve.

If you would like to partner with us, please feel free to contact me directly at [your phone number] or [your email address]. We would be happy to arrange a pickup or discuss how best to facilitate your generous donation.

Thank you for considering our request. We truly appreciate your support and look forward to the possibility of working together to make our community a better place.

Warm regards,

[Your Name]

[Your Position]

[Nonprofit Name]

[Nonprofit Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]

[Website URL, if applicable]