

[Your Team's Logo]
[Your Team's Name]
[Team Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Volunteer's Name]
[Volunteer's Address]
[City, State, ZIP Code]

Dear [Volunteer's Name],

We hope this letter finds you in great spirits! As the [team position, e.g. Volunteer Coordinator] for the [Your Team's Name], I would like to take a moment to express our heartfelt gratitude for your invaluable contribution to our team this season.

Your dedication and commitment have truly made a difference in the lives of our players, staff, and fans. Your efforts in [specific tasks or events they assisted with] have not gone unnoticed, and we deeply appreciate the time and energy you have devoted to supporting our team's success.

As a token of our appreciation, we invite you to [any specific recognition event, game, or celebration details]. It will be a wonderful opportunity to celebrate our achievements and acknowledge the vital role you play in the [Your Team's Name] community.

Thank you once again for your incredible support. We look forward to another exciting season ahead, and we hope to see you continue your journey with us!

Warm regards,

[Your Name]
[Your Position]
[Your Team's Name]