December 19, 2022

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Thank you for your generous donation of $\_\_\_\_\_\_\_\_\_\_ to The Zephyr Theatre, a tax-exempt organization under Section 501(C)(3) of the Internal Revenue code (EIN 81-1157243). This gift is greatly appreciated.

This letter provides documentation of your donation for your tax records and confirms that, as part of this donation, you did not receive any goods or services in return for your donation.

Thank you again for your support during this trying time. We can’t wait to see you the Zephyr soon!!

Sincerely,

The Zephyr Theatre Fundraising Committee