

CHURCH YEAR-END GIVING LETTER

Church Name: _____
Church Address: _____
Phone: _____

Dear Friend in Christ,

As we reflect on God's blessings throughout the past year, we want to express our heartfelt gratitude for your generous support. Your commitment to our church's mission enables us to continue serving our community, spreading the Gospel, and growing in faith together.

Summary of Contributions:

Donor Name: _____
Address: _____
Phone/Email: _____
Total Contributions for the Year: _____ USD

Legal and Tax Information:

This letter serves as an official acknowledgment of your charitable contributions to our church. No goods or services were provided in exchange for your gifts, making them fully tax-deductible under United States law to the extent allowed by law. Please retain this document for your tax records.

Use of Funds:

Your generosity supports the various ministries and outreach programs of our church, including worship services, community assistance, educational activities, and maintenance of church facilities. By investing in these efforts, you help fulfill our mission to serve and uplift our community in Christ's name.

Confidentiality and Privacy:

We respect your privacy and handle your personal information with the utmost care and confidentiality. Your information will only be used to fulfill legal requirements, issue tax acknowledgments, and communicate relevant church information to you.

Contact Information:

If you have any questions regarding your contributions or need additional information, please contact our church office during business hours at the phone number or address listed above.

Acknowledgment of Receipt:

Donor Signature

Church Representative Signature

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Date: _____

Date: _____

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