«Date»

«Addressee»

«SpouseFirst» «SpouseMiddle» «SpouseLast», «SpouseSuffix»

«Address1»

«City», «StateCode» «Zipcode»

Dear «Salutation»:

Thank you for the recommendation of a very generous gift to the «Gift1Fund»«HMOccasion»«HMName» at A.T. Still University through the «Gift1Note». This gift in the amount of $«Gift1Amount» has been recently received at our gift income office.

Please note that you have been given recognition credit for this gift. Again thank you for your help in the completion of this donation.

Sincerely,

«Worker»

«Title»