

SAMPLE CHARITABLE CONTRIBUTION ACKNOWLEDGEMENT
LETTER, PRINT ON PARISH LETTERHEAD.

Date

Mr. & Mrs.
Address
City, State Zip

Dear Mr. & Mrs.:

On behalf of _____ *Catholic Church*, Diocese of Galveston-Houston, I want to offer you my deepest appreciation and heartfelt thanks for your recent gift. Your generosity is of tremendous value in enabling the mission of Christ to continue in the Church and a testimony of your appreciation to God for the blessings of your life. Your gift was:

In accord with tax regulation, you have not been provided with any goods or services in exchange for this contribution. You have been provided with intangible religious benefits only, and as appropriate to the tenets of the Catholic faith and practice, only incidental tangible benefits.

Please be assured of our deep gratitude for your generous gift. May the Lord continue to bless you and your family with an abundance of his grace.

Sincerely in Christ,

Pastor Signature

Rev. First M. Last