

[INSERT DATE]

Dear [donor name],

I want to personally thank you for supporting the [INSERT NAME OF YOUR EVENT]. Your generosity helped us raise [INSERT AMOUNT RAISED] to benefit patients and families at Cleveland Clinic.

As a not-for-profit academic medical center, Cleveland Clinic relies on the generosity of families and friends like you to help them continue providing world-class patient care, innovative research and education. Please know that every contribution to Cleveland Clinic is appreciated and makes a difference.

On behalf of myself, the physicians, staff and patients of Cleveland Clinic, thank you for your support.

Sincerely,

[INSERT YOUR NAME]

Thank You!