

# Donation Request Letter for School

To whom this may concern

Dear Sir/Madam

St.Teresa School is a charity-driven school for underprivileged students. We collect a fund each year to proceed with schools basic activities and students requirements. This year, we have decided to collect Ten lakh rupees to continue , this money will be used to build an extra classroom, some sports amenities and the daily food and basic needs for students throughout the year. We humble request to you to donate as much, for our children to continue with a better life.

The account details in mentioned with the attachment in mail. If you any further query, please call to the contact details mentioned. We will be highly grateful for any kind of help from you.

Sincerely,

Nachiket Dikshit

