(Date)

(Donor Name)

(Address)

(City/State/Zip)

Dear (Title(s) Last Name),

On behalf of the University of Wisconsin Oshkosh, I'd like to thank you for your recent, generous gift. Your commitment to UW Oshkosh and its students plays a vital role in our ability to enhance student success, promote academic excellence and expand our impact on the community and the lives of our students.

We gratefully acknowledge your donation as detailed below.

Gift Date: (Date gift was received)

Gift Amount: $(Amount of contribution)

Description of non-cash contribution: (not the value)

Gift Designation: (Program/area as directed by donor)

Statement that no goods or services were provided by the organization, if that is the case.

Description and good faith estimate of the value of goods or services, if any, that organization provide in return for the contribution; and

Statement that goods or services, if any, that the organization provided in return for the contribution consisted entirely of intangible religious benefits if that was the case.

Wishing you all the best from campus, thank you once again for your support.

Sincerely,

James A. Fletcher

Vice Chancellor for Finance and Administration

*The University of Wisconsin Oshkosh is a governmental unit and charitable contributions to government units are tax-deductible under section 170(c)(1) of the Internal Revenue Code if made for a public purpose.*

