[Date]

[Donor Name]
[Donor Address]
[City, State, Zip Code]

Dear [Donor Name],

We are thrilled to inform you that thanks to your recent contribution, we have officially reached our quarterly fundraising milestone of $[Amount].

This quarter, your generosity has directly supported:

- [Achievement or Program 1]
- [Achievement or Program 2]
- [Achievement or Program 3]

Your commitment to [Charity Name] allows us to continue our mission of [Mission Statement]. We are incredibly grateful for your partnership and the positive impact you create in our community.

Enclosed, please find a summary of the quarterly impact report for your records.

Sincerely,

[Signature]
[Name]
[Title]
[Charity Name]