

To the [last name] family,

On behalf of [your nonprofit's name], please accept our deepest condolences for the loss of [name of the deceased]. We are so honored that your family has chosen [your nonprofit's name] to receive gifts made in their honor. These donations will help others facing [the issue your nonprofit helps fight] and are a beautiful way to memorialize [name of the deceased]'s life.

[Your nonprofit's name] has received gifts from the following individuals in memory of [name of the deceased]:

[donor name] [contact information]

[donor name] [contact information]

[donor name] [contact information]

Our organization has already sent personalized thank-you messages to each donor, but if you'd like to thank each donor personally for their contribution, you can use the contact information provided above.

Please don't hesitate to contact our memorial donations coordinator, [donation manager name], if you have any questions. You can reach them at [email address] or [phone number].