

«AddressBlock»

«GreetingLine»

The staff and beneficiaries of the Grassroots Charity Foundation would like to thank you for your generous support during the past year. Our records show that you made «CountOfAmount» donations last year totaling \$«SumOfAmount» dollars. Your kindness has allowed Grassroots to perform many charitable acts in our community. We have included a chart summarizing our expenditures and charitable work over the past year so you can see the positive effect your giving has had.

When reading the included chart, please notice our low overhead expenses. This is due to the generous donation of time, labor, and supplies by our all-volunteer staff. One other item to note on the charts is that we do not give enough money to any one organization to be its sole support. The Grassroots foundation operates as a safety valve, helping local charities when they have an immediate need. This has worked out quite well for the local charities and us.

Thank you again for your support. If you have any questions about the work we are doing or would like to help, please give us a call at (800) 555-7690. You can also reach us at grassrootscharity@abc.com.

Best wishes,

David Klick

2016 Charitable Expenditures

