Dear Mr. Henry,

Greetings!

I write because I would like to inform you that I will be donating my car to your organization. I know that you will be needing transportation and facilities to properly operate your non-profit charitable institution. It is of great feeling that I will be able to take part in your mission to aid the poor and the oppressed.

I always wanted to share and contribute for anything in your organization and upon hearing that you will be needing transportation facilities I know that this will be my chance. SO accept my donation as a help.

I hope that my donated car would be of great help to realize and achieve your endeavors. You can drop by to my house so we could finalize the paper works and other matter needed in transferring the title from my name to your organization’s name.

God bless!

Truly yours,

Mr. Felix Petterson