Thank You Letter to Chapter Volunteer

Template

Dear [NAME]:

On behalf of the [CHAPTER NAME] board of directors, I would like to personally thank you for your contribution of [TIME/EXPERTISE] to the [CHAPTER EVENT]. This event could not have been a success without the help of you and the many other volunteers who donated their time. Your willingness to share your time and talents are greatly appreciated.

[USE NEXT PARAGRAPH OR TWO TO HIGHLIGHT SPECIFIC ACCOMPLISHMENTS, SUCH AS NUMBER OF VOLUNTEERS, NUMBER OF HOURS WORKED, ETC. CONSIDER THANKING PARTICULAR PEOPLE BY NAME, SUCH AS THOSE WHO VOLUNTEERED THE MOST TIME.]

Once again, the [CHAPTER NAME] thanks you for your efforts and contribution of time!

Sincerely,

[NAME]

[TITLE]