Dear <Volunteer Name>,

On behalf of <your organisation> I would like to personally thank you for volunteering your time at <your organisation>.

<Insert something specific that you noticed or what they did that went above and beyond>

Because you give your time to do these tasks, we are able to <Insert things you are able to do because of your volunteer>.

We are lucky to have someone with your skills! Your work has eased our <insert what process they help with> and the whole team is beyond grateful. Even more, I know how important it was for you to find a cause where you could really invest your skills, and I am personally so thankful that we connected. My work just got 10x easier, and I have you to thank for it!

**Thank you <Volunteer Name> for all your hard work and effort!**

Sincerely,

<Your name>

<Your organisation>