

Sample CEO Thank You Letter

Date

Dear xxEMPLOYEE NAMEXX (personalization is even more powerful),

We recently conducted a very successful United Way campaign-our most successful to date! With your support, we raised \$XXXX to help advance the common good right here in our community. This wonderful display of generosity will help provide our friends, families and neighbors with the basic ingredients of a good life: education, income and health.

Your gift will help to ensure that everyone has a chance to succeed. That children show up to school ready to learn and that they graduate. That everyone has a chance to provide for themselves and their families. That everyone has access to basic health and human services.

I am extremely proud of you and the level of commitment shown by our company. It takes everyone working together to create this brighter future. Thank you for being a part of it.

Sincerely,

Name
President/CEO