

**Specimen
Corpus Donation**

Letter for Corpus Donation

Name: _____

Address: _____

Date: _____

The President / Secretary / Trustee

_____ **Trust**

Dear Sir / Madam,

Sub: Corpus donation to your trust

Ref.: Your appeal / circular dtd. _____

I have observed that your institution has been doing good social work. Therefore, I intend to donate some amount to your Trust. You have also made an appeal to that effect.

Accordingly, I am sending herewith a sum of Rs. _____/- (Rs. _____)
by cash / cheque / D/D No. _____ / RTGS / NEFT on _____ Bank.

I direct that this amount is intended towards corpus and not to be spent on day-to-day expenses. It may be utilized for some capital expenditure as it is a corpus donation.

You may use it for construction / major repairs / renovation of building, acquiring any asset like a plot of land, a vehicle, equipment, furniture, computer etc. or give prizes out of the interest earned from this amount.

My PAN is _____

I am sure, you will make good use of this amount on the objects as directed above. Please arrange to send a formal receipt.

Thank you,
