To,
The Director
Mukul Madhav Foundation
Pune.

Dear Madam/Sir,

I would like to express my sincere thanks for the funds that you have kindly given to my child Mayur pol amount Rs. 15,000 (Fifteen Thousand only) for his education. Please find enclosed receipt for the same. The receipts were required by college for transportation pass formalities. Accept my apologies for sending the receipt late.

Thanking you once again.

Yours faithfully,

Ms. Anita Pol