

LETTER: Bequest Acknowledgement to Donor's Family/Spouse

Dear [NAME],

We're overwhelmed and humbled by the generosity of your late [FAMILY MEMBER] and [HIS/HER] gift of \$[AMOUNT] (could be a dollar amount or could be a portion of the estate – identify which and be specific) to [STATION] through [HIS/HER] will /estate plan. Please accept my thanks, on behalf of the entire board and staff.

When I think of such gifts, I'm reminded of a favorite quote from Ralph Waldo Emerson...
"To laugh often and much; to win the respect of intelligent people and the affection of children; to earn the appreciation of honest critics and endure the betrayal of false friends; to appreciate beauty, to find the best in others; to leave the world a bit better, whether by a healthy child, a garden patch or a redeemed social condition; to know even one life has breathed easier because you lived. This is to have succeeded."

In the case of [STATION], your [FAMILY MEMBER] has made the world a better place by the simple act of leaving the station in his will. Such gifts, although often unexpected, help us to bring our community the rich and diverse sounds of music that [HE/SHE] was so passionate about. (FOR NEWS: help us to raise the level of discourse and discussion through an informed citizenry – ultimately making our community a better place.)

[HIS/HER] gift will make an incredible impact on the lives of all who listen, appreciate and frankly, need our service. Because we place all such gifts into an endowment, your [FAMILY MEMBER]'s legacy will live on for many years to come.

Please allow us to keep in touch with you over time to let you know how [HIS/HER] gift is being put to good use.

Again, we thank you and your family for your interest in our organization. We are at your disposal should you have any further questions about [STATION]. And please accept my condolences on the passing of [DONOR'S NAME].

Sincerely,

[NAME]