Sample Donor Letter

(On letterhead)

Date

Investigator's Name
Palo Alto Veterans Institute for Research, Inc.
P.O. Box V-38
Palo Alto, CA 94304-0038

Dear (Investigator's Name):

Enclosed is our check payable to the Palo Alto Veterans Institute for Research, Inc. in the amount of $_____. These funds are donated [for use in conducting the _____ study and] to support your ongoing _____ research.

It should be noted that this gift is irrevocable and imposes no contractual requirement of PAVIR [beyond reporting of research results]. These funds may be used in any manner you, as Principal Investigator, deem necessary.

Sincerely,