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To,

The Director,

Directorate of Student Affairs,
Ramaiah University of Applied Sciences,
New Bell Road, Bangalore

Date:

Subject: Letter of appreciation.

Dear Ma'am,

We are writing to express our deepest thanks for you and your team's efforts in collecting items for the families affected during the recent floods in North Karnataka.

It will go a long way to inspire the people to donate to the trusts who are putting in their best efforts to help the less fortunate. It is the donors like you who are assisting to bring the services closer to the people. Your one step will provide people the basic necessities required to lead a normal life.

Thank you once again for you and your team for the support towards a noble cause.

With regards,