

Jim Smith  
Troop XXX Fundraising Chairman  
100 Main St  
Anytown, PA 17xxx  
717-xxx-xxxx  
Email address

Mr. Businessman  
Great Business  
PO Box 1  
Anytown, PA 17xxx

Dear XXX,

On behalf of the Troop Committee and Scouts of Troop XXX, I would like to personally thank you for supporting local Scouting by allowing us to conduct Popcorn Show and Sell events at your business location.

Your assistance has put us well on our way to achieving the financial goals that will help us deliver a quality program to our youth.

We look forward to the opportunity to work with you in the future.

Once again, thank you for your generous support.

Yours in Scouting,