<*Date*>

<Address: sample

Royal Canadian Legion

123 Abcde Street

Coquitlam, BC

V7J 3H5>

Dear Benefactor,

I would like to thank you for your generosity in supporting my studies at <Name of School> with the *<Name of Award/Scholarship/Bursary>*.

Your assistance will help me pursue my educational and career goals as I work toward my *<Name of Program>* at <name of school>.

***<****Briefly describe:*

* *what you will doing at <name of school> and/or what you have done prior to coming to <name of school (e.g. academic interests, extracurricular activities, special events or experiences)*
* *the impact the award/scholarship/bursary will have on you and your current studies*
* *future aspirations (e.g. further education, travel, initial job, career/life goals)>*.

Thank you so much again for your generous support of my education.

Warm regards,

*<Student Name>*