**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**