

[Donor Organization Name]

[Street Address]

[City, State, Zip Code]

[Tax ID / EIN Number]

Date: [Date]

To: [Lender or Grant Administrator Name]

[Financial Institution/Agency Name]

[Address]

Subject: Verification of Gift Funds / Grant Disbursement

To Whom It May Concern,

This letter serves to verify that **[Name of Donor Non-Profit]** is providing a gift/grant in the amount of **[\$[Dollar Amount]** to **[Name of Recipient]** for the purpose of **[Purpose, e.g., Down Payment Assistance/Educational Funding]**.

We certify the following:

- The funds are being provided as a bona fide gift/grant.
- No repayment of these funds is expected or implied.
- This contribution is not being made as a loan or a lien against any property.
- The funds were not provided to our organization by the seller or any interested party to this transaction.

The funds will be transferred via **[Method, e.g., Wire Transfer/Check]** on or before **[Date]**.

If you require any further documentation regarding our non-profit status or the source of these funds, please contact us at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name of Authorized Officer]

[Title]

[Name of Non-Profit Organization]