

July 15, 2008

You C. Davis  
1234 Any Street  
Davis, CA 95616  
[your.email@ucdavis.edu](mailto:your.email@ucdavis.edu)  
(530) 123-4567

Mr. and Mrs. Generous Donor  
567 Another Street  
Someplace, CA 01234

Dear Mr. and Mrs. Donor:

My name is You Davis and I am a 2008-2009 recipient of the Donor Family Undergraduate Scholarship. I want to thank you for sponsoring this scholarship at UC Davis and express my appreciation for your generosity. I was honored to receive this scholarship and am grateful for the opportunities it will provide me.

I knew when I selected to attend UC Davis that I would be getting a great education. But with the help of this scholarship, I will be able to further increase my chances of success. In fact, because of the reduced financial burden I carry due to your support, I have reduced my work hours and am in the process of researching and applying for an internship this quarter.

You've named this scholarship in honor of your parents. I hope that through my hard work and commitment to this campus and all it has to offer that I am making my parents proud and am honoring them through my success.

Thank you, again, for your investment in UC Davis and the futures of students like me.

Sincerely,