

Recipients of Centralia College Scholarships are required to write a thank you note to their donor. The following suggestions may help in writing the thank you note:

- Address the salutation directly to the donor (for instance: Dear Mrs. Jones)
- Tell your donor a little bit about yourself, your goals, your future plans, and how this scholarship will help you reach your goals and plans.
- Be sincere
- Thank them for their generosity and support of Centralia College
- Sign your name at the end
- If your hand writing is not legible, then use a typewriter or computer
- Remember these notes will go to your donor and will be displayed at Scholarship Night

If you need additional help in writing your thank you note, please contact the Foundation Office at (360) 736-9391, ext. 290 for more assistance.