

**Community Vision**

 **International**

*Enabling visionaries to transform communities*

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Donor:

Thank you for your donation to Community Vision International. We appreciate your generosity.

Unfortunately, we must return your check for the following reason(s):

\_\_\_\_\_\_\_\_\_\_ Your check must be made out to ***“Community Vision International.”*** If you want to continue to make a donation, then please fill out a *new check* in our name and return it to the address below.

\_\_\_\_\_\_\_\_\_\_ Your check is not signed. Please sign your check and return it to the address below.

\_\_\_\_\_\_\_\_\_\_ Your check is missing information. Please make sure that your check has the amount filled in both *by number* and *the description with words*, and that *the two amounts match*. It can then be returned to the address below.

\_\_\_\_\_\_\_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please send replies to:

 **Community Vision International**

 **PO Box 33286**

 **Portland, OR 97292-3286**

We thank you for your attention to this matter. If you need further assistance, please do not hesitate to contact me at jennifercurrah@cvi2.org or by phone at (503) 737-4409.

Sincerely,

Jennifer Currah

Accounting Services

Community Vision International