

**Volunteer Thank You Letter Template**

Dear [VOLUNTEER’S NAME],

On behalf of [NAME OF HIGH SCHOOL], I would like to personally thank you for volunteering your time at our College Application Week event. This campaign could not have been a success without your help and the help of many others who volunteered their time.

During our College Application Week event, [NUMBER OF SENIORS SUBMITTING COLLEGE APPLICATIONS] seniors submitted over [NUMBER OF COLLEGE APPLICATIONS SUBMITTED] college applications. Thanks to our seniors’ hard work and the assistance of volunteers like you, they are one step closer to actualizing their dreams of attending college!

Once again, [NAME OF YOUR HIGH SCHOOL] thanks you for your efforts and contribution of time during College Application Week! We look forward to seeing you throughout the school year and at our event next year.

Sincerely,

[NAME]

[YOUR TITLE]

[CONTACT INFO]