*Below is the format of the cover letter for grants from a Trust to Shivyog Sadhana Charitable Trust*

**Letter Head of the Trust**

Date

To

Shivyog Sadhna Charitable Trust

Shivyogashram

Padali, Wada road, Rajgurunagar

Pune Maharashtra 510505

Dear Sir,

Please find enclosed herewith Cheque No: \_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_drawn on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/- (Rupees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ only) in favour of Shivyog Sadhna Charitable Trust

as a contribution towards the Shivyoga Centre run by the Trust.

We hereby confirm that our Trust is an Indian Registered Trust and its Registration No is: \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kindly issue your official receipt along with IT Certificate under Section 80G.

Our PAN No is: \_\_\_\_\_\_\_\_\_\_\_\_

Thanking you.

Yours faithfully,

For \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signatory