To,

[Name of Recipient]

[Address of Recipient]

Date:

**Subject: Simple Encouragement Letter to Daughter**

Dear [name of the Recipient],

Your mother told me that you will be going to Africa as a representative of your NGO to help feed the poor people. I was also informed that you will be conducting different events worldwide so as to raise as much funds as you can to help in educating the poor young children there.

I must say that it is indeed a moment of pride for you as well as me and your mother. I am really proud to have a daughter like you who never hesitates to serve humanity in any possible way. I want to let you know I am with you with all my might and if you need any kind of support in this regard, do let me know anytime.

Yours Sincerely,

[Sender Name]

[Sender Signature]

[Sender Address]