{{TableStart:Opp}}<INSERT LOGO HERE>

**DONATION RECEIPT**

**{{ORG\_NAME}}**

{{ORG\_STREET}}

{{ORG\_CITY}}, {{ORG\_STATE}} {{ORG\_POSTALCODE}}

{{Today \@ MM/dd/yyyy}}

\*{{TableStart:Opp\_OpportunityContactRoles}}

**{{OPPORTUNITYCONTACTROLE\_CONTACT\_FIRSTNAME}} {{OPPORTUNITYCONTACTROLE\_CONTACT\_LASTNAME}}**

{{OPPORTUNITYCONTACTROLE\_CONTACT\_MAILINGSTREET}}

{{OPPORTUNITYCONTACTROLE\_CONTACT\_MAILINGCITY}}, {{OPPORTUNITYCONTACTROLE\_CONTACT\_MAILINGSTATE}} {{OPPORTUNITYCONTACTROLE\_CONTACT\_MAILINGPOSTALCODE}}

{{TableEnd:Opp\_OpportunityContactRoles}}

Dear {{TableStart:Opp\_OpportunityContactRoles}}{{OPPORTUNITYCONTACTROLE\_CONTACT\_FIRSTNAME}}{{TableEnd:Opp\_OpportunityContactRoles}},

Thank you for your generous donation of {{OPPORTUNITY\_AMOUNT \# Currency2}} to {{ORG\_NAME}} received on {{OPPORTUNITY\_CLOSEDATE \@ MM/dd/yyyy}}. Your support is integral to our work.

Respectfully,

{{OWNER\_NAME}}

{{ORG\_NAME}}

|  |  |
| --- | --- |
| **DONATION RECEIPT – Keep for your records** | |
| **Organization:** | {{ORG\_NAME}} |
| **Date Received:** | {{OPPORTUNITY\_CLOSEDATE \@ MM/dd/yyyy}} |
| **Contribution:** | {{OPPORTUNITY\_AMOUNT \# Currency2}} |

\*\*

«PageBreak»{{TableEnd:Opp}}

**Conga Queries Used**

|  |  |
| --- | --- |
| Alias | Purpose |
| Opp | Query for all of the Opportunities that were Closed and Won last month and that have a primary contact associated (through Opportunity Contact Roles) |
| Opp\_OpportunityContactRoles | Inner Query data that comes from the Opp query. Used to get the Primary Contact’s information from each Opportunity. |
| OppCount | A ‘helper’ query to assist in dynamically including a page break at the end of the template based on whether the current RowNumber value (Opp Query) matches the total count of Opps. This prevents an extra blank page from being included at the end of the document. |

**Picture Switches Used**

|  |  |
| --- | --- |
| Picture Switch | Purpose |
| MM/dd/yyyy | Formats a date value. Displays the month as a number with a leading zero for single-digit months. Displays the day of the week or month as a number with a leading zero for single-digit days. Displays the year as four digits |
| Currency2 | Formats the value according to the Salesforce Locale, including a currency symbol, digit grouping symbol, and two decimal places |

\*Note: Since the Opp\_OpportunityContactRoles dataset comes from the Opp query, the TableStart/End fields for Opp\_OpportunityContactRoles must be located within the Opp TableStart/End fields.

\*\*A Word IF statement is used to dynamically insert a page break based on whether the current RowNumber value from the Opp query matches the total count of Opps. If they do not match, then there is more data to merge and a page break is included. If they do match, then there is no more data to merge and a page break is not included.