

Letter of Sponsorship Inquiry

[Your Name]

[Your Position]

[Nonprofit Organization Name]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Sponsor's Name]

[Sponsor's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this message finds you well. My name is [Your Name], and I am [your position] at [Nonprofit Organization Name]. We are a nonprofit organization dedicated to [brief description of your nonprofit's mission and activities].

We are currently seeking partnerships with businesses that share our commitment to [common value or goal]. We believe that [Company Name] would be an excellent partner in helping us [explanation of how the partnership could work].

We would love the opportunity to discuss how we can collaborate to support [specific event, program, or initiative], which is scheduled for [date]. Your contribution would not only have a significant impact on our community but also create visibility for [Company Name] as a dedicated supporter of [cause].

We would be grateful for the opportunity to meet with you to explore potential sponsorship options. Please let us know a convenient time for you, and we would be happy to accommodate.

Thank you for considering our request. We look forward to the possibility of partnering with [Company Name] to make a difference together.

Sincerely,

[Your Name]

[Your Position]

[Nonprofit Organization Name]