

# Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Title/Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Sponsor's Name]

[Sponsor's Title]

[Sponsor's Organization]

[Sponsor's Address]

[City, State, Zip Code]

**Dear [Sponsor's Name],**

I hope this message finds you well. I am reaching out to share an exciting opportunity to support the upcoming TEDx event, [Event Name], scheduled for [Event Date] at [Event Location]. This event aims to bring together innovative thinkers, leaders, and change-makers to share their ideas and inspire our community.

As a prominent figure in your industry, your involvement would not only demonstrate your commitment to fostering innovation but also provide you with invaluable exposure to a diverse audience.

## **Sponsorship Benefits:**

- Logo placement on event materials and website
- Complimentary tickets for your team
- Networking opportunities with speakers and attendees

We are seeking sponsorship in the amount of [Amount] to help cover event costs. Your support will directly contribute to making this event a success and allow us to engage with a wide audience.

We would love to discuss this opportunity further and explore how we can align our goals. Please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address].

Thank you for considering this partnership. We look forward to the possibility of working together to make [Event Name] a remarkable experience.

**Sincerely,**

[Your Name]

[Your Title/Position]

[Your Organization]