

# Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Position]

[Club Name]

[Club Address]

[City, State, Zip Code]

[Sponsor's Name]

[Sponsor's Company/Organization]

[Sponsor's Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this letter finds you well. I am writing to you on behalf of [Club Name], a dedicated organization committed to [briefly describe the club's mission and activities]. As part of our initiatives, we are excited to announce our upcoming Scholarship Program aimed at [briefly describe the purpose and impact of the scholarship program].

We are reaching out to you to seek your generous support as a sponsor for the club scholarship program. Your sponsorship will help us [explain how the sponsorship will directly benefit the program and the students involved]. In return for your support, we would be delighted to promote your business [insert promotional benefits, e.g., logo placement, recognition during events, etc.].

We would love to discuss this opportunity with you in more detail and explore how we can work together to make a difference in our community. Thank you for considering our request. We look forward to the possibility of partnering with you.

Sincerely,

[Your Name]

[Your Position]

[Club Name]

[Phone Number]

[Email Address]