

Event Sponsorship Agreement

Date: [Insert Date]

To: [Sponsor Name]

Address: [Sponsor Address]

Dear [Sponsor Name],

We are pleased to offer you an opportunity to sponsor [Event Name], which will be held on [Date] at [Location]. This event aims to [briefly explain the purpose of the event]. We believe that your organization aligns well with our goals and will greatly benefit from this partnership.

Sponsorship Details

As a sponsor, you will receive the following benefits:

- Logo placement on all event materials
- Prominent booth space at the event
- Recognition in press releases and social media promotions
- [Any other benefits]

Sponsorship Cost

The total cost for the sponsorship is [Amount]. Payment will be due by [Due Date].

Acceptance

If you agree to this sponsorship, please sign below and return a copy of this letter by [Return Date].

Thank you for considering this opportunity to partner with us. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]

Acceptance of Sponsorship

[Sponsor Name]

Date: _____