

Follow-Up Request for Charity Sponsorship

Dear [Sponsor's Name],

I hope this message finds you well. I am reaching out to follow up on our previous conversation regarding your potential sponsorship of our upcoming charity event, [Event Name], scheduled for [Event Date].

As you know, this event aims to [briefly explain the purpose of the event], and your support would have a significant impact in helping us achieve our goals. We are excited about the possibility of partnering with [Sponsor's Company] to make this event a success.

We would be grateful if you could confirm your participation or if you have any questions that need addressing. Please feel free to reach out at your convenience.

Thank you once again for considering this opportunity to make a difference in our community.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]