

Corporate Sponsorship Request for Charity Gala

Date: [Insert Date]

[Your Name]
[Your Title]
[Your Organization]
[Address]
[City, State, Zip]
[Email]
[Phone Number]

[Recipient Name]
[Recipient Title]
[Company Name]
[Company Address]
[Company City, State, Zip]

Dear [Recipient Name],

We are excited to announce our upcoming Charity Gala, set to take place on [Event Date] at [Event Location]. This event aims to raise funds for [brief description of the cause or organization]. We invite [Company Name] to join us as a valued sponsor, helping to make a positive impact in our community.

As a corporate sponsor, your company will receive visibility through various marketing materials, social media promotions, and event signage. Additionally, your support will demonstrate your commitment to [specific cause or community].

We offer multiple sponsorship levels, including [list a few examples], and each level comes with its own set of benefits. We hope you will consider partnering with us for this impactful event.

Please feel free to reach out to me directly at [Your Phone Number] or [Your Email] to discuss sponsorship opportunities further. We would be thrilled to have [Company Name] as part of this important effort.

Thank you for considering our request. We look forward to the possibility of working together to make a difference.

Sincerely,
[Your Name]
[Your Title]
[Your Organization]