

Letter of Request for Backing

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to seek your support for the upcoming Children's Literature Event, scheduled for [insert date] at [insert location]. This event aims to promote literacy and foster a love for reading among children in our community.

We are expecting [insert number] attendees, including children, parents, and educators, and we have planned a series of engaging activities such as storytelling sessions, author meet-and-greets, and interactive workshops.

Your backing would greatly contribute to the success of this event. We would be honored to display your organization's name as an official sponsor, and we believe that your involvement would resonate well with our community's families.

Please let us know if you would be interested in participating or if you require further details about the event. We are happy to discuss any potential forms of backing that would work for you.

Thank you for considering our request. We look forward to the possibility of partnering together to inspire the next generation of readers.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]