

# Funding Request for Live Music Event

Date: [Insert Date]

[Your Name]  
[Your Title/Position]  
[Your Organization/Company Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Recipient Name]  
[Recipient Title/Position]  
[Recipient Organization/Company Name]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request funding for our upcoming live music event, "[Event Name]", scheduled to take place on [Event Date] at [Event Location]. Our aim is to not only celebrate local talent but also to foster a sense of community and support the arts.

The funds raised from this event will be directed towards [explain what the funds will be used for, e.g., artist fees, venue costs, promotional materials]. We anticipate an audience of [expected number of attendees] and believe this event will greatly benefit the local community by [explain the benefits, e.g., promoting local artists, boosting local economy].

We are seeking a total of [amount] to ensure the successful execution of this event. In return for your generous support, we would be happy to offer [mention any sponsorship benefits, e.g., logo placement, promotional opportunities].

Thank you very much for considering our request. We would love the opportunity to discuss this proposal further and explore ways to collaborate. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Looking forward to your positive response.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Your Organization/Company Name]