

Letter of Sponsorship Request

Date: [Insert Date]

[Your Name]

[Your Title]

[Historical Society Name]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Sponsor's Name],

I hope this letter finds you well. As a proud member of the [Historical Society Name], I am reaching out to invite you to be a key sponsor for our upcoming Annual Fundraising Gala, scheduled for [date] at [location]. This event is crucial for us to continue our mission to preserve and promote our local history.

Your sponsorship would not only help fund our initiatives but also demonstrate your commitment to supporting historical preservation in our community. We expect an attendance of over [number] influential community members and local leaders, providing you with excellent marketing exposure.

We have different sponsorship levels ranging from [amount] to [amount], each with distinct benefits. Enclosed you will find our sponsorship brochure detailing the benefits associated with each level.

We would be thrilled to partner with you to make this event a great success! I would love to discuss this opportunity further and explore how we can showcase your support for our society. Please feel free to contact me at [phone number] or [email address] to set up a meeting at your convenience.

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

Sincerely,

[Your Name]

[Your Title]

[Historical Society Name]