

# Request for Sponsorship

[Your Name]

[Your Position]

[School Name]

[School Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Sponsor's Name]

[Sponsor's Position]

[Sponsor's Company]

[Company Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this letter finds you well. I am writing on behalf of [School Name], where we are dedicated to providing a nurturing and supportive environment for our students. We are reaching out to invite [Sponsor's Company] to partner with us in our efforts to support [specific children's charity or initiative].

Every year, we host various events and programs that aim to raise awareness and funds for [charity cause]. This year, we are planning [brief description of event or program], scheduled for [date]. We sincerely hope that [Sponsor's Company] can play a pivotal role in this initiative.

We believe that your support will not only help us achieve our fundraising goals but will also demonstrate [Sponsor's Company]'s commitment to [community involvement/child welfare]. We would be grateful for any assistance you can provide, whether in the form of sponsorship, a donation, or participating in our event.

Thank you for considering our request. We would be thrilled to discuss this partnership further and explore how we can work together to make a positive impact in our community. Please feel free to contact me at [phone number] or [email address].

Sincerely,

[Your Name]

[Your Position]

[School Name]