

Sponsorship Funding Authorization

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], the [Your Position] of [Your Organization], hereby authorize the expenditure of funds for the sponsorship of [Event/Project Name] to be held on [Event Date]. We have allocated a total amount of [Amount] for this purpose.

This sponsorship will support [Briefly explain the purpose of the sponsorship]. We expect that this collaboration will bring mutually beneficial outcomes and enhance our community engagement.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information or clarification.

Thank you for your support.

Sincerely,

[Your Name]
[Your Position]
[Your Organization]
[Your Address]