

Request for Permission to Collect Charitable Donations

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]

[Recipient Name]
[Recipient's Organization/Company Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to request your permission to collect charitable donations on behalf of [Charity Organization Name] for [specific cause or event] from [start date] to [end date].

As you may know, [brief explanation of the charity and its mission]. We are dedicated to [describe the impact of the charity], and your support would greatly enhance our efforts.

We kindly ask for your approval to set up a collection point at [specific location] during the aforementioned dates. We are committed to ensuring that the collection process is conducted respectfully and efficiently.

Thank you for considering our request. We would be grateful for your support in helping us achieve our goal of [briefly describe the goal]. Please feel free to contact me at [your phone number] or [your email] if you have any questions or require further information.

Looking forward to your positive response.

Sincerely,
[Your Name]
[Your Position, if applicable]
[Charity Organization Name]