

Exhibition Sponsorship Inquiry

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about potential sponsorship opportunities for the upcoming [Name of Technology Expo] scheduled on [Dates] at [Location]. As a leading company in [Your Industry], we are excited about the prospect of participating in such a prestigious event that showcases innovation and technology.

We believe that partnering with [Name of Expo] will not only enhance our visibility among key industry players but also align with our commitment to advancing technology solutions that benefit the community. We are particularly interested in learning about different sponsorship packages that could be available, such as booth space, promotional materials, or specific event sponsorships.

Could you please provide us with the details on the available sponsorship levels and the corresponding benefits? We would appreciate any information you could share regarding deadlines for securing a sponsorship as well.

Thank you for considering our inquiry. We look forward to the possibility of collaborating with [Name of Expo] and contributing to its success.

Warm regards,

[Your Name]

[Your Position]

[Your Company]