

# Letter of Sponsorship Inquiry

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

**Dear [Recipient Name],**

I am writing to you on behalf of [Your Organization], a non-profit organization dedicated to supporting local rehabilitation efforts in our community. We are currently launching a new initiative aimed at [briefly describe the project and its goals].

To make this project a success, we are seeking sponsorship and partnership from local businesses and organizations. We believe that [Recipient Organization] shares our commitment to improving the lives of those in need and would be an invaluable partner in this effort.

We would be grateful if you could consider sponsoring our initiative, which may involve financial support, in-kind donations, or volunteer efforts. In return, we will provide [mention any benefits for sponsors, such as publicity, branding opportunities, etc.].

Please find attached a detailed proposal outlining our project, budget, and how you can help. I would love the opportunity to discuss this with you further and explore potential partnership opportunities.

Thank you for considering our request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]