

Request for Corporate Support for Upcoming Exhibit

[Your Name]
[Your Position]
[Museum Name]
[Museum Address]
[City, State, Zip]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Position]
[Company Name]
[Company Address]
[City, State, Zip]

Dear [Recipient Name],

I am writing on behalf of [Museum Name], where we are excited to announce our upcoming exhibit titled "[Exhibit Title]," which aims to [briefly describe the exhibit and its significance]. This exhibit will open on [opening date] and run through [closing date].

As we strive to deliver an engaging and educational experience to our visitors, we are seeking corporate partners who share our mission of promoting [related mission or theme]. Your company's support will play a crucial role in bringing this exhibit to life and reaching a wider audience within our community.

We offer a variety of sponsorship opportunities that provide unique visibility for your brand, including [list a few benefits: logo placement, special recognition, complimentary tickets, etc.]. We believe this partnership will not only benefit the museum but will also align with your corporate values and enhance your community engagement efforts.

I would welcome the opportunity to discuss this partnership further and explore how we can collaborate to make "[Exhibit Title]" a success. Please feel free to contact me directly at [your phone number] or [your email address].

Thank you for considering this opportunity for support. We look forward to the possibility of working together.

Sincerely,

[Your Name]
[Your Position]
[Museum Name]