

Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this message finds you well. I am writing on behalf of [Organization Name] to request your generous support as a sponsor for our upcoming local festival, [Festival Name], which will take place on [Festival Date]. This event aims to celebrate our community and promote local culture and artisans.

Your contribution will not only enhance the festival experience but also demonstrate your commitment to community involvement. We are expecting over [number] attendees, providing excellent visibility for your brand.

We are seeking sponsorship at various levels, including but not limited to:

- Platinum Sponsor: \$[Amount]
- Gold Sponsor: \$[Amount]
- Silver Sponsor: \$[Amount]

In return for your support, we will feature your logo on all festival marketing materials, social media promotions, and the festival website. Additionally, you will have the opportunity to showcase your business at the event.

We would be grateful if you could join us in making this festival a memorable occasion for our community. Please feel free to reach out if you have any questions or would like to discuss this opportunity in further detail.

Thank you for considering our request. We look forward to partnering with you to make [Festival Name] a success!

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]