

# Letter of Sponsorship Inquiry

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Sponsor's Name]

[Sponsor's Company]

[Company's Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this letter finds you well. I am writing to share an exciting opportunity to partner with us for our upcoming charity cycling tour, [Event Name], taking place on [Event Date]. This event aims to raise funds for [Charity Name], which supports [Brief Description of Charity Purpose].

We are seeking sponsors to help make this event a success, and your support would be invaluable. In return for your sponsorship, we would be pleased to provide [List Benefits, e.g., logo on marketing materials, social media recognition, etc.].

We would be thrilled to have [Sponsor's Company] as a key partner in this initiative and to show your commitment to the community. I would love the opportunity to discuss this further at your convenience.

Thank you for considering our request. We look forward to the possibility of working together to support a great cause.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]