

Promotional Sponsorship Agreement

Date: [Insert Date]

From: [Your Name]
[Your Organization]
[Your Address]
[City, State, Zip Code]
Email: [Your Email]
Phone: [Your Phone Number]

To: [Sponsor's Name]
[Sponsor's Organization]
[Sponsor's Address]
[City, State, Zip Code]

Subject: Sponsorship Agreement for [Conference Name]

Dear [Sponsor's Name],

We are excited to invite [Sponsor's Organization] to be a promotional sponsor for the upcoming [Conference Name], scheduled for [Date] at [Location]. This conference is expected to attract [number] attendees from [industry/field].

As a promotional sponsor, your organization will receive the following benefits:

- Logo placement on all conference materials
- Complimentary booth space
- Recognition on our website and social media platforms
- Two complimentary conference passes

The sponsorship fee is [amount], which can be paid via [payment method]. We believe this partnership will provide valuable exposure for your brand and contribute to the overall success of the event.

We look forward to discussing this opportunity further and hope to work together to make [Conference Name] a resounding success.

Best regards,

[Your Name]
[Your Title]
[Your Organization]