

# Travel Agency Sponsorship Arrangement

Date: [Insert Date]

[Your Name]

[Your Position]

[Travel Agency Name]

[Agency Address]

[City, State, ZIP Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient Name],

We are pleased to propose a sponsorship arrangement between [Travel Agency Name] and [Recipient Company Name] for the upcoming [Event/Program Name]. We believe that a partnership will mutually benefit both parties by enhancing brand visibility and increasing customer engagement.

As our sponsor, [Recipient Company Name] would receive the following benefits:

- Prominent logo placement on all event marketing materials.
- A dedicated booth at the event to showcase your products.
- Social media promotion before, during, and after the event.
- Opportunity to distribute promotional materials to attendees.

We are looking for a sponsorship amount of [Insert Amount] and would be happy to discuss the specifics of this arrangement. We believe this collaboration will be an outstanding opportunity to showcase your brand to a broader audience.

Thank you for considering this sponsorship opportunity. We look forward to the possibility of working together and creating a successful event.

Sincerely,

[Your Name]

[Your Position]

[Travel Agency Name]