

Request for Silent Auction Donation

Dear [Donor's Name],

We hope this message finds you well. We are reaching out to you on behalf of [Your Organization's Name], a charity dedicated to [briefly describe your charity's mission]. We are excited to announce our upcoming gala event on [Event Date] at [Event Location]. This year, we are hosting a silent auction and we would be honored to feature your business as part of our fundraising efforts.

Your generous donation of [suggest specific items or services based on the donor] would greatly help us in our mission to [specific goals or beneficiaries of your charity]. In return for your support, we will ensure that your business receives significant visibility throughout the event, including mention on our website, social media platforms, and in our event program.

We would be grateful if you could provide your donation by [Deadline for Donations]. If you need any assistance or have questions, please feel free to contact us at [Your Contact Information].

Thank you for considering this opportunity to support our cause. We truly appreciate your generosity and support.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Organization's Website]

[Your Contact Information]