

Donation Request for Silent Auction

Dear [Business Owner's Name],

We hope this letter finds you well. We are reaching out to you on behalf of [Your Organization/Event Name], which is dedicated to [briefly describe your mission or purpose]. We will be hosting a silent auction on [date], and we would be grateful for your support.

Your generous donation would help us achieve our goals and support our community. We are seeking items such as gift certificates, products, or services from local businesses to include in our auction.

In recognition of your support, we would be pleased to feature your business in our promotional materials and during the event, highlighting your commitment to the community.

Please feel free to reach out to us at [your phone number] or [your email address] for further details. We would be happy to arrange a pickup or discuss any questions you might have.

Thank you for considering our request. Your support would make a meaningful difference!

Sincerely,
[Your Name]
[Your Title]
[Your Organization]