

Request for Sponsorship

Date: [Insert Date]

[Your Name]
[Your Position/Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to you on behalf of [Your Organization] to seek your support in sponsoring our upcoming health-related charity activity, [Event Name], scheduled for [Event Date] at [Event Location]. This event aims to [briefly describe the purpose of the event and its beneficiaries].

Your generous sponsorship will not only contribute to a noble cause but also provide exposure for your brand within our community and beyond. We expect [mention any expected attendance, media coverage, or other relevant details].

We would be grateful if you could consider being a sponsor at the following levels: [List sponsorship levels and benefits]. Any contribution, big or small, will make a significant impact.

Thank you for considering our request. We would love to discuss this opportunity with you further and explore how we can collaborate for this important cause. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Warm regards,

[Your Name]
[Your Position]
[Your Organization]