

Commitment Confirmation for Sponsorship

Date: [Insert Date]

To: [Sponsorship Contact Name]

[Sponsorship Company Name]

[Sponsorship Company Address]

Dear [Sponsorship Contact Name],

We are thrilled to confirm your commitment to sponsor the upcoming [Event Name], taking place on [Event Date] at [Event Location]. Your generous support will play a vital role in the success of this event, benefiting [Cause/Beneficiaries].

As a valued sponsor, you will receive the following benefits:

- Inclusion of your company logo on all promotional materials.
- Recognition during the event ceremony.
- Free tickets for your employees/guests.
- Social media shout-outs leading up to the event.

We appreciate your commitment and look forward to collaborating with you to make this event a success. Please confirm your sponsorship by signing and returning the attached agreement by [Confirmation Deadline].

Thank you for your support!

Sincerely,

[Your Name]

[Your Title]

[Your Organization Name]

[Your Contact Information]