

Community Service Donation Request for Environmental Cleanup

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to request your support for our upcoming Environmental Cleanup event scheduled for [Insert Date] at [Insert Location]. Our goal is to enhance the beauty of our community and preserve the environment for future generations.

To make this event successful, we are seeking donations of supplies such as gloves, trash bags, and tools, as well as financial contributions that will help cover the costs of refreshments for our volunteers and promotional materials.

Your generous support will not only aid in the cleanup efforts but also demonstrate your commitment to environmental stewardship within our community. We would be thrilled to recognize your contribution at the event and through our promotional channels.

Thank you for considering our request. We hope to partner with you to make a positive impact on our environment.

Sincerely,

[Your Name]

[Your Position/Title]

[Organization Name]

[Contact Information]