

Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to you on behalf of [Organization Name], an organization committed to improving community health and wellness through various programs and initiatives.

We are currently seeking sponsorship for our upcoming community health program titled "[Program Name]," which aims to [briefly describe the program and its objectives]. The program is scheduled to take place on [date] at [location]. We anticipate engaging [number of participants] community members who will benefit from [specific benefits of the program].

Your support as a sponsor would greatly enhance our ability to reach our goals and make a significant impact in the community. We are hopeful that [Recipient's Organization Name] will join us as a valued sponsor and partner in this important initiative.

We are offering various levels of sponsorship, detailed in the attached document, which outline the benefits associated with each level. Your contribution will not only support our program but also promote [Recipient's Organization Name] as a leader in corporate social responsibility.

Thank you for considering our request. We would be grateful for the opportunity to discuss this potential partnership further. Please feel free to contact me at [your phone number] or [your email address].

Warm regards,

[Your Name]

[Your Title]

[Organization Name]