

Dear [Donor's Name],

We are excited to announce our upcoming fundraising event on [Event Date] at [Event Venue]. This special occasion aims to support [Purpose of Fundraising], and we would be honored to have your support.

Your generous contribution can make a significant difference in our efforts. We are currently seeking gifts for our silent auction, with all proceeds benefiting [Specific Cause or Organization]. We believe that your [Product/Service] would be a perfect addition!

In recognition of your generosity, we will prominently display your company's name/logo during the event and in our promotional materials.

If you would like to contribute, please contact us at [Your Contact Information] or send your contribution to [Mailing Address]. We appreciate your support and look forward to partnering with you for this worthwhile cause.

Thank you for considering our request. Together, we can make a positive impact in our community.

Warm regards,
[Your Name]
[Your Position]
[Your Organization]
[Contact Information]