

# Sponsorship Rate Inquiry

Date: [Insert Date]

[Recipient's Name]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am reaching out on behalf of [Your Organization/Company]. We are excited to announce our upcoming event, [Event Name], scheduled for [Event Date], at [Event Location].

We believe that [Company Name] would be a fantastic partner for this event, given your commitment to [mention relevant industry or values]. We would like to inquire about your advertising rates and sponsorship opportunities available for this event.

Could you please provide us with information regarding the following:

- Sponsorship packages and associated benefits
- Advertising rates for different platforms (print, online, etc.)
- Deadlines for submission and payment

We are eager to explore how we can collaborate to make [Event Name] a successful initiative. Thank you for considering our request, and I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Organization/Company]

[Your Contact Information]