

# Media Budget Request for New Campaign

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Media Budget Request for [Campaign Name]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request a budget allocation for our upcoming media campaign titled "[Campaign Name]." This campaign aims to [briefly outline the campaign objectives, target audience, and expected outcomes].

To ensure the success of this initiative, we have conducted thorough research and have identified the necessary media channels and strategies, as outlined below:

- **Media Channel 1:** [Details and estimated cost]
- **Media Channel 2:** [Details and estimated cost]
- **Media Channel 3:** [Details and estimated cost]

The total budget required for this campaign is [total budget amount]. With your approval, we can move forward with the planning and execution.

Thank you for considering this request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]