

Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Sponsor's Name],

I am writing to you on behalf of [Organization Name], a non-profit organization committed to empowering youth in our community. We are excited to announce our upcoming program, [Program Name], which aims to [briefly describe the goals and activities of the program].

To successfully implement this program, we are seeking sponsorships from local businesses and organizations. We would be honored to have [Sponsor's Company Name] as one of our key sponsors. Your support will not only help us provide valuable resources and opportunities for the youth but also enhance your visibility within the community.

We offer various sponsorship levels, which include [list sponsorship benefits, such as logo placement, promotional opportunities, etc.]. A detailed sponsorship proposal is attached for your review.

We would love the opportunity to discuss this potential partnership with you further. Please let us know a suitable time for you, or feel free to contact me directly at [Your Phone Number] or [Your Email].

Thank you for considering our request. Your support could make a significant impact in the lives of our youth!

Warm regards,

[Your Name]

[Your Position]

[Organization Name]