

# Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Title/Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Sponsor's Name]

[Sponsor's Title/Position]

[Sponsor's Company/Organization]

[Sponsor's Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this message finds you well. I am writing to you on behalf of [Your Organization] to request your support as a sponsor for our upcoming arts exhibition, titled "[Exhibition Name]," taking place on [Exhibition Dates] at [Venue]. This event aims to showcase [brief description of the exhibition and its purpose].

With [number] artists and over [number] expected attendees, this exhibition provides a unique opportunity for community engagement and cultural enrichment. Your partnership will not only help us bring this significant event to life but also enhance your organization's visibility within the community, as we will be promoting our sponsors extensively through various channels.

We would be honored to have [Sponsor's Company/Organization] as one of our esteemed sponsors. Enclosed is our sponsorship proposal which outlines various sponsorship levels and their benefits. We would greatly appreciate your consideration and support.

Thank you for considering this opportunity. I would love to discuss this further and explore how we can work together to support the arts in our community.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Organization]