

[Your Name]  
[Your Title]  
[Your Company]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Title]  
[Recipient Company]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am reaching out to introduce an exciting opportunity for [Recipient Company] to become a corporate sponsor of the upcoming [Exhibition Name], taking place from [Start Date] to [End Date] in [Location].

The [Exhibition Name] is set to be one of the largest gatherings in the industry, attracting thousands of attendees from around the globe. As a sponsor, your company will gain unparalleled exposure to key decision-makers, industry leaders, and potential clients.

We offer various sponsorship packages, each designed to provide significant visibility and engagement opportunities. This includes branding on our promotional materials, exhibition booth space, and networking opportunities during the event.

I would love to discuss how we can align this opportunity with your marketing goals. Please let me know a suitable time for us to connect, or feel free to reach out at your convenience.

Thank you for considering this opportunity. I look forward to the possibility of working together to make [Exhibition Name] a remarkable success.

Warm regards,

[Your Name]  
[Your Title]  
[Your Company]