

Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Business Owner's Name],

I hope this message finds you well. I am writing to you on behalf of [Organization Name], which is excited to host the upcoming [Name of the Marathon] on [Date]. This event aims to promote health, community spirit, and local engagement.

We are reaching out to local businesses like yours to seek sponsorship for this event. Your support will not only assist us in covering event costs, but also promote your business in our community. As a sponsor, you will receive:

- Logo placement on race materials and website
- Social media shout-outs leading up to the event
- Free booth space at the event
- Complimentary entries for your employees

We anticipate over [expected number of participants] participants and numerous spectators, providing great exposure for your brand. We would love to discuss the various sponsorship levels available, and how we can showcase your business during this exciting event.

Thank you for considering this opportunity to engage with our community. I look forward to the possibility of partnering with [Business Name] for the [Name of the Marathon]. Please feel free to reach out to me via email or phone to discuss this further.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]