

Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to you on behalf of [Your Organization] to seek your support as a sponsor for our upcoming Wellness Festival, scheduled to take place on [Date] at [Location]. This festival aims to promote health, wellness, and community engagement.

The event will feature various activities including workshops, fitness classes, wellness talks, and vendors specializing in health and wellness products. We anticipate an attendance of over [Expected Attendance] community members, providing a fantastic opportunity for you to increase your brand visibility and connect with local consumers.

We would be grateful if [Recipient's Organization] could consider supporting us through sponsorship. In return, we offer the following benefits:

- Brand exposure on event materials and marketing campaigns
- Exhibition space at the festival
- Recognition in press releases and social media posts

- Complementary tickets for your team

We would love to discuss this opportunity further and explore how we can work together to make this Wellness Festival a success. Please feel free to contact me at [Your Phone Number] or [Your Email] to set up a meeting.

Thank you for considering our request. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]