

Letter of Request for Sponsorship

Date: [Insert Date]

[Recipient's Name]
[Church's Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

We hope this letter finds you in good health and spirits. We are writing to seek your support for our upcoming community event, [Event Name], scheduled for [Event Date] at [Event Location].

This event aims to [briefly describe the purpose of the event, e.g., promote community unity, support local charities, etc.]. We expect a gathering of [expected number of attendees] community members, making it a great opportunity for fellowship and outreach.

We would be honored to have [Church's Name] as a key sponsor for this event. Your support would greatly enhance the experience and impact of our programs, and we believe your involvement could also highlight your church's commitment to our community. We are seeking sponsorship in the form of [specific items or financial contributions] to help us achieve our vision.

Please find attached a sponsorship proposal that outlines various levels of sponsorship and the benefits associated with each level.

We would love to discuss this opportunity with you in more detail and explore how we can partner together to make this event a success. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering our request. We look forward to the possibility of working together for our community.

Warm regards,

[Your Name]
[Your Title/Position]
[Organization Name]
[Phone Number]
[Email Address]