

# Community Outreach Appearance Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are reaching out on behalf of the [Team Name], a dedicated sports team committed to not only excelling in our sport but also giving back to our community. We believe that engaging with our local community is essential, and we would like to offer our presence at your upcoming event.

The [Event Name] is scheduled for [insert date] at [insert location]. We would love to participate in supporting this wonderful initiative and connecting with community members.

Our team can assist with various activities such as autograph sessions, coaching clinics, and motivational talks tailored for young athletes. We believe that our involvement could greatly enhance the event's impact.

Please let us know if this opportunity interests you. We are eager to collaborate and make a positive difference together. You can reach me directly at [Your Phone Number] or [Your Email Address] to discuss this further.

Thank you for considering this opportunity, and we look forward to the possibility of working together.

Sincerely,

[Your Name]

[Your Position]

[Team Name]

[Team Contact Information]