

Collaboration Request

Date: [Insert Date]

[Your Name]
[Your Position]
[Team Name]
[Team Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient Name]
[Business Name]
[Business Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am the [Your Position] of [Team Name], a local sports team dedicated to [briefly describe the team's mission or values]. We are exploring potential collaborations with esteemed local businesses that share our commitment to community engagement and youth development.

We believe that a partnership with [Business Name] could be mutually beneficial. For instance, we can offer [mention specific promotional opportunities or benefits for the business, such as advertising at games, logo placement on uniforms, etc.]. In return, we would appreciate your support through [mention the type of support you are seeking, such as sponsorship, products, or services].

We would love the opportunity to discuss this collaboration further and explore how we can work together to promote our shared values and contribute to the community. Please let me know a convenient time for you to meet or discuss this over the phone.

Thank you for considering this opportunity. I look forward to your positive response.

Sincerely,

[Your Name]
[Your Position]
[Team Name]