

Corporate Sponsorship Inquiry

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Company's Name]

[Company'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], a nonprofit dedicated to [brief description of your organization's mission]. We are excited to announce our upcoming charity event, [Event Name], which will take place on [Event Date] at [Event Location].

This event aims to [describe the goal of the event], and we are seeking corporate sponsors who are interested in making a positive impact in our community. Your support will help us achieve our fundraising goals and further our mission.

We would be honored to have [Company's Name] as a sponsor. In return for your generous support, we would be pleased to offer [describe sponsorship benefits, such as branding opportunities, promotional visibility, etc.].

Please find attached our sponsorship proposal with detailed information about the event and sponsorship opportunities. We would love the opportunity to discuss this further and explore ways we can partner together.

Thank you for considering this opportunity to make a difference. I look forward to the possibility of working together to support [cause/or community].

Sincerely,

[Your Name]

[Your Position]

[Your Organization]