

Corporate Social Responsibility Sponsorship Request

Date: [Insert Date]

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

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

Dear [Recipient's Name],

I hope this message finds you well. I am writing to you on behalf of [Your Organization] to request your support for our upcoming initiative, [Name of the Initiative], which aims to [briefly describe the purpose of the initiative, e.g., support local education, environmental conservation, etc.].

As a leading organization committed to corporate social responsibility, we believe that [Recipient's Organization] shares our vision of creating a positive impact in the community. Your support would be instrumental in helping us achieve [explain the goal of the initiative and its benefits to the community].

We are seeking sponsorship in the amount of [insert amount] to cover [specific costs, e.g., materials, events, outreach, etc.]. In return for your generosity, we would ensure [list benefits for the sponsor, e.g., logo placement, recognition at events, etc.].

We would be grateful for the opportunity to discuss this sponsorship proposal further and explore how we can create meaningful change together. Thank you for considering our request, and I look forward to your positive response.

Warm regards,

[Your Name]
[Your Position]
[Your Organization]