

# Event Program Advertisement Agreement Proposal

Date: [Insert Date]

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

[Recipient Name]  
[Recipient Title]  
[Recipient Organization]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

We are excited to announce our upcoming event, [Event Name], scheduled for [Event Date] at [Event Location]. As part of this event, we are offering an opportunity for your organization to advertise in our event program. This is a great chance to showcase your brand to our audience of [describe audience].

## Advertisement Details:

- Advertisement Size: [e.g., Full-page, Half-page]
- Cost: [Insert Cost]
- Submission Deadline: [Insert Deadline]

By partnering with us, you will gain valuable exposure while supporting our event. We truly believe that your involvement would add value to our program.

We hope to discuss this proposal further and answer any questions you may have. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering this opportunity. We look forward to the possibility of working together.

Sincerely,

[Your Name]  
[Your Title]  
[Your Organization]