

# Event Program Advertisement Proposal

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

Dear [Recipient Name],

We are excited to announce our upcoming event, [Event Name], taking place on [Event Date] at [Event Location]. This event aims to [briefly describe the purpose of the event], and we expect to attract a diverse audience of [target audience].

As part of the event, we are offering an opportunity for businesses and organizations to advertise in our program booklet. This booklet will be distributed to all attendees, providing an excellent platform to showcase your brand and connect with potential customers.

## Advertisement Options:

- Full Page Ad: [Price] - Dimensions: [Dimensions]
- Half Page Ad: [Price] - Dimensions: [Dimensions]
- Quarter Page Ad: [Price] - Dimensions: [Dimensions]

In addition to placement in the program, advertisers will receive [mention any additional benefits, e.g., social media mentions, website exposure, etc.].

We would be thrilled to have your organization as a partner in making this event a success. Please let us know if you are interested in participating by [RSVP deadline]. Feel free to reach out if you have any questions or need further information.

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

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]