

Event Program Vendor Advertisement Offer

Date: [Insert Date]

Dear [Vendor's Name],

We are thrilled to announce our upcoming event, [Event Name], taking place on [Event Date] at [Event Location]. This is a fantastic opportunity for your business to gain exposure and connect with potential customers.

We would like to offer you the chance to advertise your products/services in our event program. Here are the details:

- **Ad Sizes:** [List Sizes]
- **Pricing:** [List Pricing]
- **Deadline for Ads:** [Insert Deadline]

Your advertisement will reach a broad audience and will be a valuable addition to our event program. If you're interested in this opportunity, please feel free to contact us at [Your Contact Information].

We look forward to collaborating with you to make this event a success!

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]