

Co-Hosting Request for Fundraising Event

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose an exciting opportunity for [Your Organization's Name] and [Recipient's Organization's Name] to collaborate as co-hosts for an upcoming fundraising event aimed at [briefly describe the purpose of the event].

Our event is scheduled to take place on [insert date] at [insert location]. We plan to invite a variety of participants, including community leaders, local businesses, and supporters who are passionate about [specific cause or mission]. Together, we can make a significant impact by pooling our resources and networks.

As co-hosts, we can [briefly describe potential benefits and shared responsibilities, such as marketing, logistics, and planning]. I believe that our combined efforts will not only increase attendance but also foster an even stronger sense of community.

I would love the opportunity to discuss this collaboration in more detail and explore how we can work together to make this event a success. Please let me know a convenient time for us to meet or speak over the phone.

Thank you for considering this proposal. I look forward to the possibility of partnering with [Recipient's Organization's Name].

Warm regards,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Phone Number]

[Your Email Address]