

Sponsorship Inquiry for Coding Workshop

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am reaching out on behalf of [Your Organization] to inquire about potential sponsorship opportunities for our upcoming coding workshop, scheduled for [Workshop Date] at [Workshop Location].

This workshop aims to provide hands-on coding experience to [target audience], fostering their interest in technology and programming. We anticipate an attendance of [Number of Participants] participants, ranging from [age group or demographic].

We are seeking sponsorship to help cover materials, venue, and refreshments for the participants. As a sponsor, your company will receive prominent recognition during the event, including your logo on promotional materials and verbal acknowledgment.

We would be thrilled to partner with [Company Name] and are open to discussing various sponsorship levels to find a suitable arrangement for both parties.

Thank you for considering our request. I look forward to the possibility of collaborating with you to inspire the next generation of coders. Please feel free to contact me at [Your Phone Number] or [Your Email Address] to discuss this further.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]