

Letter of Inquiry for Corporate Sponsorship

Date: [Insert Date]

[Your Name]
[Your Position]
[Club Name]
[Club Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Sponsor's Name]
[Sponsor's Position]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this message finds you well. I am writing to you on behalf of [Club Name], a recreational club dedicated to [brief description of the club's mission or activities]. We are reaching out to explore a potential partnership with [Company Name] as a sponsor for our upcoming [event or season].

Our club serves [number] community members and strives to promote [list key values or objectives]. By aligning your brand with our organization, [Company Name] will not only enhance its visibility but also demonstrate its commitment to [mention community service, fitness, youth development, etc.].

We would appreciate the opportunity to discuss sponsorship possibilities with you and how we can create a mutually beneficial partnership. We look forward to the chance to work together to bring positive experiences to our community.

Thank you for considering our request. I will follow up with you next week to see if we can arrange a meeting. Please feel free to contact me directly at [your phone number] or [your email address].

Sincerely,

[Your Name]
[Your Position]
[Club Name]