

# Request for Sponsorship Collaboration

[Your Name]

[Your Position]

[Your Organization]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Sponsorship Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Proposal for Sponsorship Collaboration for [Event Name]**

Dear [Sponsorship Manager's Name],

I hope this message finds you well. I am writing to propose a sponsorship collaboration for our upcoming event, [Event Name], which is scheduled to take place on [Date] at [Location]. This event aims to [briefly explain the purpose and significance of the event].

We believe that partnering with [Company Name] would not only enhance the branding of the event but also provide significant exposure for your company among our audience, which consists of [describe the target audience].

In exchange for your sponsorship, we would offer [list benefits like logo placement, promotional opportunities, etc.]. We are confident that this collaboration could be mutually beneficial and foster a long-term partnership.

I would love the opportunity to discuss this proposal further. Please let me know a suitable time for us to connect, or feel free to reply to this email.

Thank you for considering this exciting opportunity. I look forward to hearing from you soon.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]