

Fiscal Sponsorship Request

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization Name]

[Your Organization Address]

[City, State, Zip]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization Name]

[Recipient's Organization Address]

[City, State, Zip]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request fiscal sponsorship for our upcoming event, [Event Name], which is scheduled to take place on [Event Date] at [Event Location]. Our organization, [Your Organization Name], is dedicated to [briefly describe your mission and activities].

The goal of [Event Name] is to [describe the event purpose and objectives]. We believe that with the support of your organization as our fiscal sponsor, we can enhance our impact and reach a wider audience.

We are seeking a sponsorship in order to manage all donations, facilitate grants, and ensure compliance with IRS regulations. In return, [if applicable, mention any benefits for the sponsor such as visibility, partnership opportunities, etc.].

We would be grateful if [Recipient's Organization Name] could consider supporting us as a fiscal sponsor for this event. I am happy to provide any additional information needed for your assessment.

Thank you for considering our request. I look forward to your response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization Name]

[Your Organization Phone]

[Your Organization Email]