

Letter of Sponsorship Proposal

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to you on behalf of [Your Organization], a dedicated charitable organization committed to [briefly describe your mission or cause]. We are currently organizing [event or project name], which aims to [describe the purpose of the event or project].

To make this initiative successful, we are seeking sponsorship and support from community-minded businesses like yours. By partnering with us, [Recipient's Company] will gain valuable exposure and demonstrate its commitment to [mention the cause or community].

Our sponsorship opportunities include [briefly list types of sponsorship, e.g., financial support, in-kind donations, etc.]. We anticipate [mention expected attendance, media coverage, or any relevant metrics] which will provide excellent visibility for your brand.

We would be grateful for the opportunity to discuss this partnership further and explore how we can work together to make a positive impact in our community. I will follow up with you next

week to see if we can arrange a meeting. In the meantime, please find attached more details about our organization and the upcoming event.

Thank you for considering this opportunity to partner with us. We look forward to the possibility of working together for a worthy cause.

Warm regards,

[Your Name]

[Your Title]

[Your Organization]