

Event Sponsorship Confirmation Receipt

Date: [Date]

To: [Sponsor's Name]

Address: [Sponsor's Address]

Dear [Sponsor's Name],

We are pleased to confirm your sponsorship for our upcoming event, **[Event Name]**, scheduled for **[Event Date]** at **[Event Location]**.

Details of Sponsorship:

- **Sponsorship Amount:** \$[Amount]
- **Sponsorship Level:** [Sponsorship Level]
- **Benefits:** [List of Sponsorship Benefits]

Your generous support will greatly contribute to the success of this event and help us achieve our mission of [NGO Mission Statement].

Thank you for your commitment to making a difference in our community.

Sincerely,

[Your Name]

[Your Position]

[NGO Name]

[Contact Information]