

Letter of Sponsorship Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Your Organization Address]

[City, State, Zip Code]

[Sponsor's Name]

[Sponsor's Position]

[Sponsor's Company]

[Sponsor's Company Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I am writing on behalf of [Your Organization] to seek your support as a sponsor for our upcoming sports event, [Event Name], which will take place on [Event Date] at [Event Location]. This event aims to [briefly describe the purpose of the event, e.g., promote community engagement, support local athletes, raise funds for a charity, etc.].

We expect over [number] attendees, including athletes, families, and community members, which will provide an excellent opportunity for your company to gain exposure and connect with potential customers. We are offering various sponsorship packages, which include [list key benefits such as logo placement, promotional opportunities, etc.].

We would be honored to have [Sponsor's Company] as one of our esteemed sponsors. Your support would not only contribute to the success of this event but also demonstrate your commitment to [mention any relevant cause or community].

Please find attached our sponsorship proposal for your review. We would love to discuss this opportunity with you further and see how we can align our goals for mutual benefit.

Thank you for considering this opportunity. I look forward to the possibility of partnering with you for [Event Name]. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you have any questions or need additional information.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Phone Number]

[Your Email Address]