

# Request for Industry Partnership Sponsorship

[Your Name]  
[Your Position]  
[Your Organization]  
[Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Position]  
[Recipient Organization]  
[Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am [Your Position] at [Your Organization]. We are dedicated to [briefly explain your organization's mission and vision]. As part of our ongoing efforts, we are launching [describe the initiative or event], which aims to [explain the purpose and benefits of the initiative].

We believe that [Recipient Organization] shares similar values with us and could play a crucial role in enhancing our initiative through sponsorship. We would be honored to partner with you and explore potential benefits for both organizations, including [mention specific benefits like brand visibility, networking opportunities, etc.].

We kindly ask you to consider becoming a sponsor for our [event/program], which will take place on [date] at [location]. Attached to this letter, you will find a detailed proposal outlining the sponsorship opportunities available.

We would love the chance to discuss this partnership further and explore how we can work together to achieve our mutual goals. Please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address].

Thank you very much for considering our request. We look forward to the opportunity to collaborate with [Recipient Organization].

Sincerely,  
[Your Name]

[Your Position]  
[Your Organization]