

Request for Sponsorship through Auction Items

Date: [Insert Date]

To: [Insert Sponsor's Name]

[Insert Sponsor's Address]

Dear [Sponsor's Name],

We hope this letter finds you in great spirits. We are reaching out to you on behalf of [Your Organization's Name], a non-profit organization dedicated to [briefly describe your mission]. We are excited to announce our upcoming charity auction event scheduled for [insert date] at [insert location].

This event aims to raise funds to support [mention the cause or project], which is vital for [describe the impact of your projects]. To make this event a success, we are seeking sponsorships in the form of auction items, and we believe your support would make a significant difference.

Your generous donation will not only help us achieve our fundraising goals but also promote your business to our community of supporters. We will prominently feature your name or logo on our promotional materials, event programs, and during the auction, providing excellent exposure for your brand.

We would be honored to have you as a sponsor and partner in our mission. If you are interested in supporting our cause, please feel free to contact us at [insert phone number] or [insert email address]. We can discuss possible auction items that can make a positive impact.

Thank you for considering our request. Together, we can make a difference in the lives of those we serve.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Organization's Contact Information]