

Request for Auction Contributions

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip]

Dear [Donor's Name],

We hope this letter finds you well! As part of our ongoing mission, [Nonprofit Organization's Name] is excited to announce our upcoming auction event, **[Event Name]**, scheduled for **[Event Date]** at **[Event Location]**.

This event aims to raise funds that will directly support our programs focused on [briefly describe your mission]. We are reaching out to local businesses and community leaders like you to request your support in the form of auction contributions.

Your generous donation of [specific item or service] will not only help make our event a success but also enhance your visibility in the community. As a contributor, you will be recognized during the event and in our promotional materials.

We would be thrilled to partner with you in this impactful event. If you wish to contribute, please contact us at [phone number] or [email address] by [donation deadline].

Thank you for considering our request. Together, we can make a difference!

Warm regards,

[Your Name]

[Your Title]

[Nonprofit Organization's Name]

[Organization's Phone Number]

[Organization's Email]