

Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to you on behalf of [Your Organization], an organization dedicated to promoting mental health awareness and providing vital resources to our community.

As we strive to enhance our programs and extend our reach, we seek sponsorship to support our upcoming [specific event/initiative] on [event date]. This initiative aims to [briefly describe the purpose and goals of the event/initiative].

We believe that your organization shares our commitment to mental health, and we would be honored to partner with you in this endeavor. Your sponsorship would assist us in [describe how the funds will be used]. In return, we would gladly recognize your support through [explain the benefits for the sponsor, such as logo placement, mentions in press releases, etc.].

Enclosed is a detailed proposal outlining the sponsorship levels and benefits. We would greatly appreciate the opportunity to discuss this further and explore how we can work together to make a significant impact on mental health in our community.

Thank you for considering our request. I look forward to the possibility of partnering with you and making a positive difference.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]