

# Partnership Letter for Employee Giving

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

[Charity Name]  
[Charity Address]  
[City, State, Zip Code]

Dear [Charity Representative's Name],

We at [Your Company] are committed to making a positive impact in our community, and we recognize the invaluable contributions made by local charities like [Charity Name]. We are reaching out to explore the possibility of partnering with your organization to enhance our employee giving initiatives.

Our employee giving program encourages staff to actively participate in charitable activities, and we believe that collaborating with [Charity Name] could foster a stronger connection between our employees and our community. Together, we can create opportunities for our team to contribute through volunteer hours, fundraising events, and matching gift programs.

We would like to schedule a meeting to discuss how we can work together effectively. We are eager to explore ways to support your mission and engage our employees in meaningful contributions.

Thank you for considering this partnership opportunity. We look forward to the possibility of working together to make a difference in our community.

Warm regards,

[Your Name]  
[Your Position]  
[Your Company]