

# Letter of Sponsorship Proposal

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Sponsor's Name]

[Sponsor's Title]

[Sponsor's Organization Name]

[Sponsor's Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this message finds you well. I am writing to you on behalf of [Your Organization Name], a non-profit organization dedicated to [brief description of your mission and activities]. We are committed to [specific goals or outcomes your organization aims to achieve].

We are excited to announce our upcoming [event or project name], which will take place on [date] at [location]. This event aims to [state the purpose of the event or project], and we anticipate participation from [number of attendees or specific audience].

To make this event a success, we are seeking sponsorship from esteemed organizations like [Sponsor's Organization Name]. Your support would not only assist us in covering costs but also demonstrate your commitment to [relevant community issue or cause]. In return for your sponsorship, we are pleased to offer [describe benefits for the sponsor, such as logo placement, promotional activities, etc.].

We would be grateful for the opportunity to discuss this proposal further and explore how we can collaborate for a successful event. I will follow up with you in the coming week to see if we can arrange a time for a brief meeting.

Thank you for considering our sponsorship proposal. Together, we can make a significant impact on [community or issue].

Warm regards,

[Your Name]

[Your Title]

[Your Organization Name]