

# Request for Sponsorship

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Sponsor's Name]

[Sponsor's Position]

[Sponsor's Company]

[Company's Address]

[City, State, Zip Code]

**Dear [Sponsor's Name],**

We are reaching out to ask for your support for our upcoming environmental project, [Project Name], which aims to [briefly describe the project's goals and impact]. As a leader in [Sponsor's Company industry], your involvement would significantly enhance our efforts and illustrate your commitment to sustainability.

The [Project Name] will [include details about what the project entails, timelines, and expected outcomes]. We believe that with your partnership, we can reach our objectives and create a substantial positive impact on our community and environment.

We are seeking a sponsorship of [specific amount or type of support] to help cover the costs of [mention specific expenses]. In return, we will provide [list benefits to the sponsor, such as publicity, recognition, etc.].

We would love the opportunity to discuss this exciting project further and explore how we can work together for the benefit of our environment. I will reach out to you next week to see if we can schedule a meeting. Thank you for considering our request for support.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]