

# Donation Request for Sports Team

Date: [Insert Date]

[Your Name]  
[Your Position]  
[Team Name]  
[Team Address]  
[City, State, Zip]  
[Email Address]  
[Phone Number]

[Donor's Name]  
[Donor's Title]  
[Company/Organization Name]  
[Company Address]  
[City, State, Zip]

Dear [Donor's Name],

I hope this letter finds you well. I am writing to you on behalf of [Team Name], a community-focused sports team dedicated to [briefly describe the team's mission and vision, e.g., promoting youth sports, fostering teamwork, etc.].

As we prepare for the upcoming season, we are seeking financial support to help cover expenses such as uniforms, equipment, and travel costs. With your generous contribution, we can ensure that our athletes have the resources they need to thrive both on and off the field.

Your support will not only benefit our team but will also enhance the community by encouraging youth participation in sports and promoting a healthy lifestyle. We invite you to consider making a donation of any amount. All contributions are tax-deductible and will go directly to our program.

Thank you for considering our request. We would love the opportunity to discuss this further and explore ways we can recognize your support within our community. Please feel free to reach out to me at [Your Phone Number] or [Your Email Address].

Warm regards,

[Your Name]  
[Your Position]  
[Team Name]