

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose a collaborative event between [Your Organization's Name] and [Recipient's Organization's Name] aimed at [describe the purpose of the charity event].

We believe that by working together, we can maximize our efforts to make a significant impact in the community. We would like to suggest an initial meeting to discuss potential ideas, set objectives, and explore how we can combine our resources effectively.

Here are a few preliminary ideas for the event:

- [Idea 1 - brief description]
- [Idea 2 - brief description]
- [Idea 3 - brief description]

Would you be available for a meeting on [suggest two or three dates and times]? We are excited about the possibility of partnering with you and look forward to hearing your thoughts.

Thank you for considering this collaboration. Together, we can create a memorable event that benefits those in need.

Warm regards,

[Your Name]

[Your Position]

[Your Organization's Name]

[Your Contact Information]