

Charity Gala Sponsorship Request

[Your Name]

[Your Title]

[Your Organization]

[Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to invite [Recipient's Organization] to become a sponsor for our upcoming Charity Gala, scheduled to take place on [Date] at [Venue]. This event aims to [briefly describe the purpose of the event and the charity it supports].

Your generous support will not only help us achieve our fundraising goals but also demonstrate [Recipient's Organization]'s commitment to [community involvement/corporate social responsibility]. We expect an attendance of over [number of attendees], providing an excellent opportunity for visibility among community leaders and potential clients.

We offer various sponsorship levels, including:

- Platinum Sponsor: [\$Amount] - [Benefits]
- Gold Sponsor: [\$Amount] - [Benefits]
- Silver Sponsor: [\$Amount] - [Benefits]

We would be honored to have [Recipient's Organization] as a partner in this endeavor. Please find our sponsorship proposal attached for further details. We would be happy to discuss the various ways we can work together to make this event a success.

Thank you for considering our request. We look forward to the possibility of collaborating with [Recipient's Organization] to support [charity/beneficiaries].

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]