

# Request for Donation for Community Auction

Dear [Donor's Name],

I hope this message finds you well. As a member of [Organization Name], I am reaching out to request your support for our upcoming community auction scheduled for [Date]. This event aims to raise funds for [specific cause or project].

We are currently seeking donations of items that can be auctioned off to our generous contributors. Your support would not only enhance the event but also significantly assist us in achieving our fundraising goals. We are looking for items such as [examples of items, e.g., gift certificates, art pieces, or experiences].

By donating, you will gain visibility for your business among community members and contribute to a worthy cause. We will recognize your generosity throughout the event and in our promotional materials.

If you would like to contribute, please contact me at [Your Phone Number] or [Your Email Address] by [Deadline for donations]. Thank you for considering this opportunity to make a difference in our community. We greatly appreciate your support.

Warm regards,

[Your Name]  
[Your Position]  
[Organization Name]  
[Contact Information]