

Request for Donations for Our School Sports Team

Date: [Insert Date]

[Your Name]

[Your Position, e.g. Coach/Team Manager]

[School Name]

[School Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to you on behalf of the [School Name] [Sport] team. As we gear up for an exciting season, we are reaching out to our community for support.

The funds we raise will go towards essential expenses such as uniforms, equipment, travel costs, and training facilities, ensuring our athletes have the resources they need to succeed. Our goal is to raise [insert amount] by [insert deadline], and any contribution you can make will have a significant impact.

Please consider supporting our team with a donation. You can send your contributions to [Insert Donation Method: e.g., a specific account, address, or website]. We would also be happy to acknowledge your generosity in our promotional materials.

Thank you for considering our request. Your support is invaluable to our students and the growth of our sports program.

Warm regards,

[Your Name]

[Your Position]

[Contact Information]