

# Inquiry About Corporate Gift Matching Program

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am writing to inquire about your corporate gift matching program.

At [Your Company Name], we are committed to supporting charitable initiatives and maximizing the impact of our contributions. We are interested in understanding the details of your program, including eligibility criteria, matching limits, and the types of donations that qualify.

Could you please provide us with more information, or direct me to the appropriate representative who can assist with this inquiry? We appreciate your help in enhancing our philanthropic efforts.

Thank you for your time, and I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]