

# Donation Matching Request

Dear [Sponsorship Coordinator's Name],

I hope this message finds you well. I am writing to request your support for our upcoming event, [Event Name], which will take place on [Event Date]. This event aims to [describe the purpose of the event, e.g., raise funds for a specific cause, support a community initiative, etc.].

We are seeking sponsorship donations to help us achieve our fundraising goals, and we have learned that [Company Name] has a generous matching gift program. With this program, contributions made by your employees can be matched, doubling the impact of their donations and supporting our mission.

We would be thrilled to have [Company Name] participate in this initiative, not only to enhance the contributions made by your employees but also to showcase your commitment to [specific cause or community].

If you would like more information about the event or our organization, please do not hesitate to reach out. Thank you for considering this opportunity to make a difference in our community.

Warm regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]