

# Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to request your support as a sponsor for our upcoming community health workshop titled "[Workshop Title]," scheduled for [Date] at [Location]. This event aims to promote health education, wellness, and disease prevention among our community members.

Your sponsorship will help us cover essential expenses such as venue rental, materials, and refreshments, allowing us to offer this valuable workshop free of charge to participants. We anticipate an attendance of [Expected Number] community members and believe this partnership will enhance your organization's visibility and commitment to community health initiatives.

We would be grateful for any level of support you can provide. In return, we would be happy to recognize your organization on our promotional materials and at the event.

Thank you for considering our request. I look forward to the opportunity to discuss this partnership further.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]