

Health Fair Promotional Material Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request promotional materials for the upcoming Health Fair scheduled for [Insert Date] at [Insert Location]. Our goal is to promote health and wellness within our community, and your support would be invaluable in helping us achieve this.

We are particularly interested in receiving the following materials:

- Brochures
- Posters
- Giveaways
- Information about your services

These materials will help us inform attendees about important health issues and the resources available to them. If possible, please send the materials by [Insert Deadline] to ensure we have everything ready for the event.

Thank you for considering our request. We greatly appreciate your support in promoting health awareness. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you have any questions.

Best regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[Your Phone Number]

[Your Email Address]