

Request for Information on Hospital Promotional Options

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Title]
[Hospital Name]
[Hospital Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request information regarding the promotional options available for [specific service or event] at [Hospital Name]. As a [your position or relationship to the hospital], I am interested in exploring ways to enhance visibility and outreach for our programs.

Specifically, I would like to know about the following:

- Available promotional packages
- Costs associated with each option
- Any digital marketing opportunities
- Deadlines for submissions or campaigns

I appreciate your assistance and look forward to your prompt response. Thank you for considering my request.

Sincerely,

[Your Name]

[Your Position if applicable]