

# Subject: Sponsorship Request for Airline Travel Fair Participation

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to you on behalf of [Your Organization] to request your support as a sponsor for our upcoming participation in the [Name of the Travel Fair] scheduled on [Dates] in [Location].

This event will bring together industry leaders, travel enthusiasts, and potential customers, providing a unique platform to showcase our offerings and promote our brand. We believe that your esteemed organization would be a perfect partner for this initiative.

In exchange for your sponsorship, we are pleased to offer various promotional opportunities, including [list any benefits, such as logo placement, speaking opportunities, press releases, etc.]. Your support will play a crucial role in making this event a success.

We are seeking a sponsorship of [amount] to help cover expenses such as travel and booth setup. We would be grateful for the chance to discuss this opportunity further and explore how we can collaborate effectively.

Thank you for considering our request. I look forward to the possibility of working together to make a meaningful impact at the [Name of the Travel Fair]. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for further discussion.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]