

Gala Dinner Sponsorship Inquiry

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am reaching out on behalf of [Your Organization's Name], a non-profit organization dedicated to [brief description of your organization].

We are excited to announce that we will be hosting our annual Gala Dinner on [date] at [venue]. This event aims to [briefly describe the purpose of the event], and we expect to welcome around [number] guests, including influential community leaders and supporters.

We are seeking sponsorship from esteemed organizations like yours to help make this event a success. As a sponsor, your brand will receive significant exposure through our promotional materials, event signage, and social media channels. We are offering various sponsorship levels, including [list a few sponsorship levels or benefits].

We would be delighted to discuss this opportunity further and explore how we can partner together to create a memorable evening while supporting an important cause.

Thank you for considering our sponsorship inquiry. We look forward to the possibility of collaborating with [Recipient's Company Name]. Please feel free to contact me directly at [your phone number] or [your email] for more information.

Warm regards,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Phone Number]

[Your Email]