

Charity Cycling Event Sponsorship Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Dear [Sponsor's Name],

We are excited to announce our upcoming **Charity Cycling Event** scheduled for [Insert Date]. This event aims to raise funds for [describe the cause or beneficiary], and we are seeking sponsors who can help us make this event a great success.

Your support will not only help us achieve our goal, but it will also provide you with an excellent opportunity to demonstrate your commitment to our community. As a sponsor, your logo will be prominently displayed on event materials, including banners, shirts, and our website.

We offer several sponsorship levels, and we would be grateful for any contribution you can make, whether financial or in-kind. Please find attached our sponsorship proposal detailing the various options available.

We would be honored to partner with [Sponsor's Company Name] for this meaningful event and would love to discuss this opportunity further. Please feel free to contact me at [Your Phone Number] or [Your Email].

Thank you for considering our request, and we hope to hear from you soon.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]