

# Letter of Sponsorship Request

[Your Name]

[Your Title]

[Organization Name]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Sponsor's Name]

[Sponsor's Title]

[Sponsor's Company Name]

[Company Address]

[City, State, Zip Code]

**Dear [Sponsor's Name],**

I hope this message finds you well. I am writing to invite [Sponsor's Company Name] to become a sponsor for our upcoming Community Cycling Event, which will take place on [Event Date] at [Event Location]. This exciting event aims to promote a healthy, active lifestyle and strengthen community bonds through cycling.

Last year, our event attracted over [number] participants and raised funds for [cause or charity]. This year, we anticipate an even greater turnout, and we would love for your company to be part of this initiative. As a sponsor, you will receive significant exposure through our marketing efforts, including [list benefits, such as logo on banners, social media mentions, etc.].

We are seeking various sponsorship levels ranging from [amount] to [amount]. We are confident that your partnership will not only benefit our community but also provide visibility for [Sponsor's Company Name].

Please find enclosed sponsorship details for your review. We would be thrilled to discuss this opportunity further and explore how we can work together to make this event a success.

Thank you for considering this proposal. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]