

Sponsorship Request for [Club Name] Outreach Program

[Your Name]

[Your Position]

[Club Name]

[College Name]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Sponsor's Name]

[Sponsor's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this letter finds you well. My name is [Your Name], and I am the [Your Position] of [Club Name] at [College Name]. We are dedicated to [briefly explain the purpose of your club and its outreach initiatives].

This year, we are excited to launch an outreach program aimed at [briefly describe the outreach program and its goals]. To make this initiative successful, we are seeking sponsorship to help cover costs associated with [list specific needs, e.g., materials, transportation, etc.].

Your support would not only be invaluable to the success of this program, but it would also demonstrate your commitment to community engagement and education.

In return for your sponsorship, we would be eager to promote your company through our [mention any promotional benefits, e.g., social media, event banners, etc.].

We would be thrilled to discuss this opportunity with you further. Please feel free to contact me at [Your Phone Number] or [Your Email Address] to set up a meeting.

Thank you for considering our request. We look forward to the possibility of partnering with you to make a positive impact in our community.

Sincerely,

[Your Name]

[Your Position]

[Club Name]