

Follow-Up on Technology Expo Sponsorship

Date: [Insert Date]

To: [Sponsor Name]

From: [Your Name]

Subject: Follow-Up on Sponsorship Opportunity for Technology Expo

Dear [Sponsor Name],

I hope this message finds you well. I am writing to follow up on our recent conversation regarding the sponsorship opportunity for the upcoming Technology Expo scheduled for [Insert Date]. We believe that your company's involvement would significantly enhance the event and provide excellent visibility within the tech community.

As mentioned, the expo is expected to attract a diverse group of industry professionals, and we would be honored to showcase [Company Name] as a key sponsor. Attached to this email, you will find the sponsorship proposal outlining various packages and benefits tailored for your organization.

We would love to discuss this opportunity further and answer any questions you may have. Please let me know a convenient time for us to connect, or feel free to reach out directly at [Your Phone Number] or [Your Email Address].

Thank you for considering this opportunity. We look forward to the possibility of partnering with you for a successful event.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]