

Letter of Sponsorship Request

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Sponsor's Name]
[Sponsor's Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Sponsor's Name],

I am writing to seek your sponsorship for our upcoming community cultural festival, scheduled to take place on [date] at [location]. This event aims to celebrate and promote our rich cultural heritage, bringing together local artists, performers, and community members.

We anticipate an attendance of over [number] people, providing an excellent opportunity for your company to gain visibility among community members and other sponsors. As a valued community partner, we believe your support would greatly enhance the experience for our attendees.

We are seeking sponsorship at various levels, including [list sponsorship levels or amounts], which will help cover costs associated with [mention specific costs such as venue, entertainment, materials]. In return, we offer [list benefits such as logo placement, promotional materials, etc.].

Thank you for considering this opportunity to support our community and promote cultural awareness. We would be happy to discuss this proposal further at your convenience.

Warm regards,

[Your Name]
[Your Title/Organization]