

School Play Sponsorship Request

Date: [Insert Date]

[Your Name]

[Your Position]

[School Name]

[School Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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. I am writing to you on behalf of [School Name], where we are excited to announce our upcoming school play, [Title of Play], scheduled to take place on [Date(s)]. This event aims to foster creativity and teamwork among our students while providing a platform for the community to come together and enjoy a wonderful theatrical performance.

In order to bring this production to life, we are seeking sponsors who share our vision of enriching the lives of young people through the arts. Your support would help cover essential costs such as costumes, set design, and marketing. In return, we would be delighted to offer [details of sponsorship benefits, e.g., logo placement, tickets, recognition in the program], showcasing your commitment to the community and the arts.

We would be honored to have [Company Name] as a key sponsor for this event. Please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address] if you would like to discuss this opportunity further.

Thank you for considering our request. We hope to partner with you in making this event a memorable experience for everyone involved.

Sincerely,

[Your Name]

[Your Position]

[School Name]