

Follow-Up on Sponsorship Commitment

Dear [Sponsor's Name],

I hope this message finds you well. I wanted to take a moment to follow up regarding our recent conversation about the sponsorship commitment for the upcoming [Event Name/Date]. Your support plays a crucial role in making this event a success.

We are excited to have you as a partner and are looking forward to your confirmed sponsorship. Please let us know if you have any questions or require additional information about the sponsorship opportunities available.

Thank you once again for considering this commitment. Your contributions make a significant difference in our community.

Warm regards,

[Your Name]

[Your Position]

[School Name/Parent-Teacher Association]

[Contact Information]