

# Expression of Interest in Trade Show Sponsorship

Date: [Insert Date]

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

[Recipient Name]  
[Recipient Position]  
[Recipient Company Name]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express our interest in sponsoring the upcoming [Name of Trade Show] scheduled to take place on [Date] at [Venue]. As a key player in [Your Industry], we believe that participating in this event will provide us with valuable exposure and networking opportunities.

We are particularly interested in [mention any specific sponsorship packages or benefits you are interested in], which we believe align with our marketing objectives and brand visibility goals. Our company is committed to supporting initiatives that promote industry innovation and collaboration.

We would appreciate the opportunity to discuss this sponsorship further and explore how we can contribute to the success of [Name of Trade Show]. Please feel free to contact me at [Your Phone Number] or [Your Email Address] to arrange a convenient time for a conversation.

Thank you for considering our proposal. We look forward to the possibility of partnering with you for this exciting event.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company Name]