

Subject: Sponsorship Request for Community Festival

[Your Name]
[Your Title/Position]
[Organization Name]
[Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

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

Dear [Sponsor's Name],

We are excited to announce our upcoming Community Festival, scheduled for [date] at [location]. This event aims to celebrate our vibrant community, promote local businesses, and provide family-friendly entertainment and activities.

To make this festival a success, we are seeking generous sponsors like [Sponsor's Company Name] who share our commitment to community development and engagement. Your support will not only enhance the festival experience but also showcase your company's dedication to community welfare.

We kindly request your sponsorship at one of the following levels:

- Platinum Sponsor: \$[Amount]
- Gold Sponsor: \$[Amount]
- Silver Sponsor: \$[Amount]

In return for your support, we will provide your organization with significant promotional exposure, including:

- Your logo displayed on event materials and signage
- Social media mentions and promotions
- Opportunities to engage directly with attendees

We would be thrilled to partner with you for this event. Please find attached our sponsorship package detailing the benefits and opportunities. We would appreciate the opportunity to discuss this further at your convenience.

Thank you for considering this opportunity to invest in our community. We look forward to your positive response.

Warm regards,

[Your Name]

[Your Title/Position]

[Organization Name]