

# Request for Sponsorship Support

Date: [Insert Date]

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

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

Dear [Recipient Name],

I hope this letter finds you well. My name is [Your Name], and I am the [Your Position] for [Festival Name], an upcoming music festival taking place on [Festival Dates] at [Location]. We are excited to showcase local and international artists, promoting not only music but also community engagement and culture.

We are seeking sponsorship support to help us bring this event to life. Your company, [Company Name], has been a leader in [industry/field], and we believe that a partnership would be mutually beneficial. By supporting our festival, you will gain visibility to an audience of [expected number] attendees, with promotional opportunities through our marketing channels.

We have several sponsorship tiers available, each offering unique benefits such as branding opportunities, VIP tickets, and on-site promotions. We would be thrilled to discuss how we can align our goals with your company and create a lasting partnership.

Thank you for considering this opportunity. I look forward to the possibility of working together to make [Festival Name] a memorable event for everyone involved. Please feel free to contact me at [Your Phone Number] or [Your Email] to discuss this further.

Sincerely,

[Your Name]  
[Your Position]  
[Festival Name]