

Request for Sponsorship Participation

Date: [Insert Date]

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

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

Dear [Sponsor Name],

I hope this letter finds you well. I am writing to you on behalf of [Organization/Team Name], as we prepare for our upcoming athletic event, [Event Name], scheduled for [Event Date] at [Event Location]. This event aims to [brief description of the event purpose and goals].

We are reaching out to seek your support as a sponsor for this event. Your contribution will help us [briefly describe what the sponsorship funds will be used for, e.g., equipment, facilities, scholarships]. In return, we offer [describe benefits for the sponsor, such as logo placement, promotional opportunities, etc.].

We believe that a partnership with [Company Name] could be mutually beneficial, as both our organization and your company value [mention any shared values or goals].

We would be delighted to discuss the sponsorship opportunities further and explore how we can work together to make [Event Name] a success. Please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address].

Thank you for considering this opportunity. We look forward to the possibility of partnering with you.

Sincerely,
[Your Name]
[Your Title/Position]
[Organization/Team Name]