

Community Support Donation Request

Date: [Insert Date]

[Your Name]

[Your Title/Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Dear [Restaurant/Cafe Owner's Name],

We hope this letter finds you well. As a pillar of our community, [Restaurant/Cafe Name] has continually demonstrated a commitment to supporting local initiatives and fostering community spirit.

We are reaching out to request your support for our upcoming [event name or initiative], which aims to [briefly describe the purpose of the event or initiative]. This event will take place on [date] at [location] and will benefit [describe beneficiaries, e.g., local families in need, community organizations, etc.].

Your generous donation of [suggest a type of donation, e.g., food, gift cards, etc.] would greatly enhance the success of this event and help us provide for those in need in our community. In recognition of your support, we would be happy to acknowledge your contribution on our promotional materials and social media platforms.

Thank you for considering our request. We greatly appreciate your continued support and look forward to the possibility of partnering with you to make a difference.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Organization]