

# Dear [Restaurant/Cafe Owner's Name],

I hope this message finds you well. My name is [Your Name], and I am [Your Position] at [School Name]. We are excited to announce our upcoming fundraiser, which will take place on [Event Date]. Our goal is to [briefly describe the goal of the fundraising event, e.g., raise funds for school supplies, extracurricular activities, etc.].

As a valued member of our local community, we are reaching out to see if [Restaurant/Cafe Name] would be willing to support our efforts by providing a donation. Your generous contribution could include [specific items requested, e.g., gift cards, food items, beverages, etc.]. In return, we would be more than happy to promote your business during our event through banners, flyers, and social media shout-outs.

We believe that your partnership would not only help us reach our fundraising goals but also strengthen our community ties. If you are interested, please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address]. We would love to discuss how we can work together!

Thank you for considering our request. We truly appreciate your support of our school and the children in our community.

Sincerely,  
[Your Name]  
[Your Position]  
[School Name]  
[School Address]  
[School Phone Number]