

Request for Corporate Donations

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

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

Dear [Recipient Name],

I'm writing on behalf of [Your Organization Name], a local nonprofit dedicated to [brief description of your mission or program]. As we continue our efforts to make a positive impact in our community, we are reaching out to local businesses like yours for support.

This year, we are launching [specific project or event], which aims to [describe goals and expected outcomes]. We believe that with the right support, we can [mention any specific benefits to the community].

We would greatly appreciate your consideration of a donation to assist us in this important endeavor. Your contribution will not only help us achieve our goals but will also demonstrate [Recipient Company Name]'s commitment to supporting the local community.

In recognition of your generosity, we would be happy to promote your business through [list any promotional opportunities, e.g., social media, events, newsletters]. We can also provide you with tax-deductible documentation for your donation.

Thank you for considering this opportunity to support [mention specific cause or community]. I would be happy to provide more information or meet in person to discuss how we can work together for the benefit of our community.

Thank you for your time and consideration.

Sincerely,
[Your Name]
[Your Title]
[Your Organization Name]