

# Letter of Community Support Solicitation

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to you on behalf of [Your Organization], an organization dedicated to [briefly describe the mission of your organization]. We are reaching out to seek your support for our upcoming community initiative, [Name of Initiative or Event], scheduled to take place on [date].

Your company is known for its commitment to [mention any relevant community engagement or support by the company], and we believe that a partnership could yield mutually beneficial results. We are seeking donations of beverages for this event, which aims to [describe the goals of your initiative, e.g., support local families, raise awareness, etc.].

By contributing to this event, you will not only provide much-needed refreshments but also position your brand as a key supporter of [mention community values or initiatives that align with the company's mission]. We would be proud to feature your company as a sponsor on our promotional materials and during the event.

We would be delighted to discuss this partnership with you at your earliest convenience. Please feel free to contact me at [your phone number] or [your email]. Thank you for considering our request, and we hope to collaborate with you to make a positive impact in our community.

Warm regards,

[Your Name]

[Your Title]

[Your Organization]