

# Letter of Request for Sponsorship

Date: [Insert Date]

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

[Recipient's Name]  
[Recipient's Position]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to you on behalf of [Your Organization] to invite [Company Name] to be a valued sponsor of our upcoming marathon event, [Event Name], scheduled for [Event Date]. This event aims to promote health and community spirit while supporting [Cause or Charity].

We expect over [Number of Participants] participants, along with numerous spectators, providing an excellent platform for visibility and community engagement. As a sponsor, your brand will be prominently featured in our promotional materials, social media campaigns, and during the event itself.

We would be honored to partner with [Company Name] to make this event a resounding success. I would love to discuss this opportunity further and explore how we can work together to benefit our community while promoting your brand.

Thank you for considering this opportunity. I look forward to your positive response.

Sincerely,  
[Your Name]  
[Your Position]  
[Your Organization]