

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Sponsor's Name]

[Sponsor's Title]

[Sponsor's Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Sponsor's Name],

I hope this letter finds you well. I am writing to you on behalf of [Your Organization's Name], a non-profit organization dedicated to [briefly describe your organization's mission and impact]. We are reaching out to seek your support for our upcoming annual fund campaign.

This year, our goal is to raise [amount] to support [specific projects or initiatives]. With your help, we can continue to [describe the impact of the contributions]. We believe that a partnership with [Sponsor's Company Name] would not only benefit our initiatives but also enhance your company's community presence and brand visibility.

As a corporate sponsor, your company will receive a range of benefits including [list some benefits, e.g., logo placement, press coverage, invitations to events, etc.]. We would love the opportunity to discuss how we can work together to make a difference in the community.

Thank you for considering our request. I am looking forward to the possibility of partnering with you. Please feel free to reach out to me at [your phone number] or [your email address] to discuss this further.

Warm regards,

[Your Name]

[Your Title]

[Your Organization's Name]