

Partnership Request for Annual Festival Sponsorship

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Dear [Recipient Name],

We are excited to announce that [Your Organization] will be hosting the [Name of Festival] on [Date of Festival]. This annual event brings together our community to celebrate [describe the festival theme or purpose]. We expect to attract over [number] attendees this year, providing a fantastic opportunity for brands to gain visibility and connect with the community.

We would like to invite [Recipient's Company] to be a valued partner and sponsor for this year's festival. By sponsoring our event, you will be positioned as a key supporter of community initiatives, and your brand will receive extensive exposure through various channels, including:

- Logo placement on promotional materials
- Social media shout-outs
- On-site branding opportunities
- Inclusion in press releases

We are offering various sponsorship tiers, starting from [minimum sponsorship amount], which can be tailored to fit your marketing goals. We believe that this partnership will not only enhance the experience of festival-goers but also create a lasting impact on the community.

We would love to discuss this opportunity further and explore how we can work together to make [Name of Festival] a memorable event. Please feel free to contact me at [Your Phone Number] or [Your Email] to set up a meeting.

Thank you for considering this partnership. We look forward to the possibility of collaborating with you.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]