

Festival Sponsorship Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Business Name]

[Business Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to invite [Business Name] to become a sponsor for our upcoming [Name of Festival], which is scheduled to take place on [Date] at [Location]. This festival is a fantastic opportunity to celebrate our community and attract visitors from surrounding areas.

As a valued local business, your support would not only help us enhance the festival experience but also provide [Business Name] with significant exposure through event marketing, promotional materials, and on-site signage.

We are offering various sponsorship levels to meet different budgets, including:

- Gold Sponsor: [Details]
- Silver Sponsor: [Details]
- Bronze Sponsor: [Details]

Your participation would be beneficial not only for us but also for promoting a spirit of collaboration within our community. We would be thrilled to have [Business Name] on board as a sponsor.

If you are interested in sponsorship opportunities or would like to discuss this further, please feel free to contact me at [Phone Number] or [Email Address]. Thank you for considering this proposal, and we hope to partner with you for an unforgettable festival!

Sincerely,

[Your Name]

[Your Position]

[Organization Name]