

Formal Food Donation Request Letter

Subject: Request for Food Donation

Dear [Recipient Name],

I am writing on behalf of [Organization Name] to request your generous support in the form of a food donation for our upcoming [Event/Program]. Our organization works to provide meals to underprivileged families in [Location], and your contribution would make a meaningful difference. We kindly request donations of [specific food items or quantities], which will be distributed during [Event Date/Duration]. Any support, large or small, will be greatly appreciated and acknowledged publicly.

Please let us know if you are able to support us, and the best way to coordinate the delivery or pickup of the donations.

Thank you for your consideration and generosity.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/food-donation-request-letter>