

Request for Donation or Sponsorship

Subject: Sponsorship Opportunity for [Event/Cause]

Dear [Recipient Name],

I am writing to request your support for [organization/event/cause], which is making a meaningful difference in [community/field/lives of beneficiaries].

Our mission is to [describe purpose]. Over the past [timeframe], we have [achievements and impact]. However, we cannot continue this important work without the generous support of partners like you.

We are currently seeking sponsors for [specific program/event] scheduled for [date]. This [event/initiative] will [describe what it does and who it helps]. Last year, we served [number] people and achieved [specific outcomes].

We are offering several sponsorship levels: [list tiers with benefits at each level]. Your contribution would directly fund [specific uses of funds] and you would receive [recognition and benefits].

Your company's values align closely with our mission, particularly your commitment to [relevant company values or initiatives]. A partnership would demonstrate your dedication to [shared values] while providing your organization with [benefits such as visibility, community goodwill, networking opportunities].

Every dollar contributed makes a real difference. [Include a brief story or example of impact if possible]. With your support, we can [specific goals].

I would love to discuss this opportunity with you in more detail. Please let me know if you would like to meet or if you need any additional information about our organization or this sponsorship opportunity.

Thank you for considering this request and for your commitment to making a positive impact.

With gratitude,

[Your Name]

[Title]

[Organization]

[Contact Information]

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