

Provisional Sponsorship Letter for Pending Approval

Subject: Letter of Intent to Sponsor

Dear [Recipient Name],

We are writing to express our provisional interest in sponsoring [Event Name], pending final approval from our management team. We are excited about the potential collaboration and wish to outline our intended level of support.

We propose providing [specific support type] subject to final confirmation. Upon approval, we will formalize the sponsorship agreement and coordinate with your team for implementation.

Thank you for considering our intent, and we look forward to finalizing the details soon.

Best regards,

[Your Name]

[Title]

[Company Name]

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