Sample Sponsor Letter

Dear [local business],

I would like to invite you to join in supporting the [your project or event] benefiting Lucile Packard Children’s Hospital Stanford, hosted by [your organization]. This [5k race, fashion show, bake sale, etc.] event will be hosted on [date] at [location].

This event was inspired by [share your story].

I hope you will consider a donation of [dollar amount]. As a fundraising event, we rely on members of the community and our participants to help us reach our goals!

[Your project or event] is an excellent opportunity to align your company with our local organization and is a unique and simple way to show your support of Lucile Packard Children’s Hospital Stanford. To show our gratitude for your generosity, we would like to provide:

* [Sponsor benefit #1]
* [Sponsor benefit #2]
* [Sponsor benefit #3]

Please visit our website at [your custom URL] to learn more about our cause, or contact [your name or your sponsorship chair’s name] with any questions.

With our deepest thanks,

[Your name]

[Your title]