

Media sponsorship letter template

Date

Name

Organization

Street

City, State ZIP

Dear Company Name,

At [Nonprofit Name], we serve [audience] in an effort to [cause]. On [date], we're running a [event type] to raise money for [cause]. However, we need some extra help.

We'd love to get the word out about [Event Name], and we think you would be the perfect organization to help us do so!

Would you consider promoting or covering our event? In exchange for your generosity, we will feature your company's logo on all event signage, give you a shoutout at the event, and thank your business in our social media and newsletter recaps.

If your company is interested in being a media sponsor for [Event Name], please contact us at [contact information]. We can't wait to hear from you!

Sincerely, [or With warm regards,]

Signature of a leader in the organization

Typed name of organizational leader