

Sponsorship acknowledgment letter template

Date

Name

Organization

Street

City, State ZIP

Dear [Company Name],

We did it! Thanks to your help and this special sponsorship, we were able to reach our goals and raise [amount] for this project.

But we couldn't have done it without you. All of us at [Nonprofit Name] can't begin to tell you what your partnership has done, and neither can the community that you helped.

Because of your company's efforts, [community's name] can now [list out how exactly the event helped them]. Our organization also now has the resources to bring about even more change, like [list out any next steps].

We'd love to continue this relationship with your company. We will be sure to publicly acknowledge the sponsorship to the rest of our supporters—after all, we want them to know who helped us get where we are.

If your company wants to contact us further for other opportunities or just to chat in general, please contact us at [contact information]. We look forward to hearing from you soon.

Sincerely, [or With warm regards,]

Signature of a leader in the organization

Typed name of organizational leader