May 13, 2019

«First\_Name» «Last\_Name»

**«Organization»**

«Address\_1»

«City», «State» «ZIP»

Dear «First\_Name»:

Sponsorship Requested by: «Requested\_by\_Date»

Sponsorship Description: «Requested\_Sponsor\_Level» Sponsor

Contribution Requested: «Amount»

Please confirm your acceptance of and agreement to the terms referenced in Appendix A by signing in the place indicated below. Thank you for your support.

AGREED and ACCEPTED,

**«Organization»**

Name Title

Signature Date

**Appendix “A”**

**Benefits of the Event Sponsorship «Requested\_Sponsor\_Level» sponsor level are as follows:**

«Bullet\_1»

«Bullet\_2»

«Bullet\_3»

«Bullet\_4»

«Bullet\_5»

«Bullet\_6»

«Bullet\_7»

«Bullet\_8»

«Bullet\_9»

«Bullet\_10»