Sponsorship Letter

To Mossop

Dear Ms. Wendy,

I am writing you concerning a sponsorship opportunity with the[new e-marketing event].

I know that [Mossop] has as its mission a desire to [health], and we greatly appreciate your support in years past.

Body:

(Introduction)

I want to introduce you our new stragery with a new e-marketing system / plan called….

Sample:

In 2011, the support of your organization, along with others, helped us to host over 100 local children with disabilities who participated in 17 different events. More than 400 volunteers and spectators were in attendance, and the event was covered by the local newspaper and television station. We are anxiously looking forward to even greater success at this year’s event, which will be held on June 4, 2012.

We are attaching some information about the [e-marketing event]. I hope it will give you the picture of this e-marketing mechanism and an idea of possible ways we can work together.

If you would like to participate with the e-marketing event as a sponsor, please feel free contact me and tell me about your prospect and concerns.

Thank you for your time and consideration.

Sincerely,

Helen Cheng

General Manager