

Sponsorship Letter

To,
Moni Singh
Supervisor
Remix Pvt Ltd
Texas, USA
821-272-1027
moni@hmail.com
Date – 21/10/2023

Subject:

Dear Nita,

It is pleasure to connect with you!

I ---- (write your name) work as a (write designation) with the company (company name) since (mention years) would like to inform you that I am organizing (write about the event).

The (write event name) purpose is to (mention the purpose of the event) and (further details of the event). The event is all about (mention the key points of the event).

Therefore, to make this event a successful one we need sponsors for it.

After reading your profile, we got to know about your support and interest in sponsoring the events in the past. So, we would like to have you as a sponsor which will help both parties.

Hereby, we are attaching all the important details of the event which will give you a better insight. Please feel free to contact us for any doubt or queries. Waiting for your response.

Yours Sincerely,

Moni Singh
Supervisor
Remix USA Pvt Ltd
2732 - Street, Texas, USA
821-272-1027
moni@hmail.com