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Charity Sponsorship Letter Sample

Letters.org

**Introduction**

This is a letter from an individual who is need of money or materials. It is usually written to an individual person, a firm or any social organization asking them for contributions. This is a type of request letter where the sender requests the receiver to help him out finacially.

**Charity Sponsorship Letter Sample Tips**

* Provide all the necessary details - Provide all the details necessary for the reader to completely understand what is the purpose and what your plan is.
* Introduce your organization – Talk briefly about your organization and the role played by the organization. Other credentials like credentials of the organization, past success and general information about your organization.
* Clearly state your idea – Be sure to state the idea clearly. Any indecision casts doubts on the minds of the readers. Clarity improves the chances of obtaining charity sources.
* Avoid giving wrong information – Provide information to the reader only if it correct and authenticate. Never lie or provide wrong information to convince readers.
* Always use a professional tone – Remember to always maintain a professional tone when writing a charity letter.

Say thank you – Always use polite language and remember to say thank you. Explain how helpful it will be for the recipients of the charity.

Sample Charity Sponsorship Letter Sample

Israel K. Lilley

Prorietor, Sign Service,

3223 Round Holland Drive

Hamilton, OH 45011

Subject: Request for Sponsorship

Dear Mr. Israel,

I am Armando Johnston and I am pursuing management studies in Yale University. I am from a poor family and as I have fice siblings and my father is a truck driver. My father's income is not sufficient to fund my studies. I have earned a seat at this prestigious university after lots of hard work.

I am writing to you as I need a little help from you. I was told that you sponsor deserving students who cannot afford their education. I request you to fund my education and I assure you that I will not disappoint you. I have attached my mark sheets and reports with this letter for your verification. It would be greatly beneficial to me and my family if you could help me.

Thanking you,

Yours truly,

Armando Johnston,

1223 Oakmound Road,

Chicago, IL 60605

# Charity Sponsorship Letter Sample Template

# Receiver's Name

# Receiver's Title

# Receiver's Organization

# Receiver's Address

# Subject: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[Mention the subject]

# Dear [Mention the name of recipient]

# I am \_\_\_\_\_\_\_\_\_\_[Mention your name]and I am a \_\_\_\_\_\_\_\_\_\_\_[Mention the your post and organization]. My organization is helping the flood victims by providing them\_\_\_\_\_\_\_\_\_\_\_[Mention how you are helping them]. As there are a number of people who have been affected by the flood we are in need of a lot of funds.

# This is a humble request to you to help the victims by making whatever contribution you seem fit. It would help them a lot to recover from the disaster. Please feel free to contact me in my office if you have any doubts.

# Yours faithfully,

# Your Name

# Your Address

# Your City, State, Zip Code

# Your Phone Number

# Your Email

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