

SAMPLE SPONSOR SOLICITATION LETTER

Date

Name

Organization

Address

City, State, Zip Code

Dear Name:

Please allow this letter to introduce you to <YOUR ORGANIZATION'S NAME> and <YOUR EVENT'S NAME> for which we are seeking your support.

<THIS PARAGRAPH SHOULD INCLUDE A BRIEF DESCRIPTION OF YOUR ORGANIZATION'S MISSION STATEMENT, AND HOW SUPPORTING THE GOLF EVENT WILL IMPACT YOUR CAUSE> **EXAMPLE:** "The Detroit Institute for Children is the oldest organization providing comprehensive medical care and therapy for disabled children in Detroit. In fact, over 1,600 physically and neurologically disabled children come to The DIC an astounding 21,439 times each year. This is the care and treatment that they can't find anywhere else and no child, regardless of ability to pay, is turned away."

This is a great opportunity for your company to receive exposure and help to support a worthy cause. As a participating sponsor you will receive:

Sponsor Benefits:

<SPONSORSHIP NAME>

- Reference in all promotional materials
- Opportunity to include branded item in player gift bags
- Two (2) premium hole sponsorships
- Sponsor recognition plaque
- Reserved table seating
- Extended right to retain sponsorship on a 1-year continuum

Enclosed please find details of the sponsorship and participation opportunities for the <TOURNAMENT NAME>, which will be held at <GOLF COURSE NAME> on <DATE OF EVENT>. We have also included a brief synopsis about <ORGANIZATION'S NAME> and the work we do. Your involvement will make this year's event an extra special celebration.

We appreciate your consideration and look forward to hearing from you soon. Please mail your commitment form back promptly or register online at www.GolfDigestPlanner.com/<Tournament Name>. We have asked <TOURNAMENT DIRECTORS NAME>, our Tournament Director, to contact you within the next few weeks. Should you have any questions, feel free to call <HIM/HER> at <PHONE NUMBER>.

Sincerely,

<CHAIRMAN'S SIGNATURE>

<CHAIRMAN'S NAME.