

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]
[Recipient Name]
[Title]

JB Hi-Fi

[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am [Your Position/Title] at [Your Organization/Project]. I am reaching out to explore the possibility of a sponsorship partnership with JB Hi-Fi for [Event/Project Name] taking place on [Date] at [Location].

[Provide a brief overview of your event/project, its purpose, and the audience it will attract. Explain how JB Hi-Fi's involvement would be beneficial, both for your event and for the company.]

We are seeking sponsorship in the form of [specific request, e.g., financial support, products, or services] which will help us achieve [specific goals or outcomes]. In return, we would be delighted to offer [list sponsorship benefits such as brand visibility, promotional opportunities, etc.].

I am looking forward to the opportunity to discuss this potential partnership further. Please let me know a convenient time for us to connect, or feel free to reach out to me directly at [Your Phone Number] or [Your Email Address].

Thank you for considering this opportunity. I look forward to your positive response.

Warm regards,

[Your Name]
[Your Position/Title]
[Your Organization]
[Your Website, if applicable]