

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Company/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am reaching out to inquire about potential sponsorship opportunities with [Company/Organization Name] for my upcoming book, titled "[Book Title]." The book is aimed at [briefly describe target audience, genre, and purpose of the book]. I believe that partnering with [Company/Organization Name] could provide mutual benefits and enhance our outreach efforts.

I would love the opportunity to discuss potential sponsorship options and what we can offer in return, including [mention any promotional activities, advertising, or brand exposure].

Thank you for considering this request. I look forward to the possibility of collaborating with [Company/Organization Name]. Please let me know a convenient time for us to have a discussion.

Best regards,

[Your Name]  
[Your Title/Position, if applicable]  
[Your Website or Social Media Links, if applicable]