

[Your Name]  
[Your Title/Position]  
[Organization Name]  
[Organization Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Recipient Title]  
[NFL Team Name]  
[Team Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. My name is [Your Name], and I am [your role] at [Organization Name]. We are a nonprofit organization dedicated to [briefly describe your organization's mission and purpose].

On [date of event], we will be hosting a fundraiser titled [Event Name] at [Event Location]. Our goal is to [explain the purpose of the fundraiser and how the funds will be utilized]. We anticipate attendance from [expected audience size or notable attendees], and we would be honored if members of the [NFL Team Name] could join us for this special occasion.

We would like to request the presence of [specific players, coaches, or representatives] to engage with our guests, participate in activities, and help raise awareness and funds for [specific cause or project]. We believe that having your team involved would not only elevate the event but also showcase [the team's commitment to community engagement and philanthropy].

We are more than willing to accommodate your team's schedule and offer [mention any compensation, such as appearance fees, travel expenses covered, etc.]. Additionally, we would ensure proper recognition for the [NFL Team Name] in all our promotional materials and at the event itself. Thank you for considering our request. We are eager to make this event a success and would be thrilled to partner with [NFL Team Name]. Please feel free to contact me directly at [your phone number] or [your email address] so we can discuss this opportunity further.

Thank you for your time and support.

Warm regards,

[Your Name]  
[Your Title/Position]  
[Organization Name]