

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

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to invite you to participate in our upcoming WNBA Charity Event, [Event Name], which will be held on [Event Date] at [Event Location]. This exciting event aims to raise funds for [Charity Cause/Purpose].

As a proud supporter of [Charity Name], we believe your involvement would greatly enhance the impact of our efforts. The event will feature [brief description of the event activities, such as guest speakers, auctions, games, etc.], and we expect a diverse audience of WNBA fans, community leaders, and stakeholders.

We would be honored to have you join us as [a participant/sponsor/guest speaker], contributing to a cause that resonates with so many. Together, we can create positive change in our community and further the mission of [Charity Name].

Please find attached more details about the event, including sponsorship levels and participation options. If you have any questions or would like to confirm your involvement, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering this opportunity to make a difference. We look forward to the possibility of partnering with you for this meaningful cause.

Warm regards,

[Your Name]  
[Your Title]  
[Your Organization]  
[Your Contact Information]