

[Your Name]
[Your Title/Position]
[Your Organization's Name]
[Organization's Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
Amazon Smile Program
[Amazon's Address]
[City, State, Zip Code]
Dear [Recipient Name],
Subject: Sponsorship Inquiry for Amazon Smile Program
I hope this letter finds you well. My name is [Your Name], and I am [Your Position] at [Your Organization's Name]. We are reaching out to explore potential sponsorship opportunities with the Amazon Smile Program, as we believe that our mission aligns perfectly with your commitment to supporting charitable organizations.
[Provide a brief overview of your organization, its mission, and the impact it has made in the community.]
We are particularly interested in [specific program, event, or initiative] that we plan to launch on [date], which aims to [describe the goals and significance of the initiative]. Our partnership with the Amazon Smile Program would greatly enhance our efforts and community outreach.
[Highlight how the sponsorship could benefit both your organization and Amazon Smile, including exposure, brand alignment, or community engagement.]
We would love the opportunity to discuss this potential partnership further and explore how we can collaborate effectively. Thank you for considering our inquiry.
Warm regards,
[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title/Position]
[Your Organization's Name]