

[Your Name]  
[Your Position/Role, e.g., Event Organizer/Artist]  
[Organization/Art Group Name]  
[Address]  
[City, State, ZIP]  
[Email Address]  
[Phone Number]  
[Date]

[Sponsor's Name]  
[Sponsor's Title/Department, if applicable]  
[Company/Organization Name]  
[Address]  
[City, State, ZIP]

Dear [Sponsor's Name],

I hope this letter finds you well. My name is [Your Name], and I am [your role] with [Organization/Art Group Name]. I am writing to inquire about potential sponsorship opportunities for our upcoming art exhibition, **[Exhibition Title]**, which will be held on [Exhibition Dates] at [Venue/Location].

The aim of our exhibition is to [briefly state the event's purpose-e.g., showcase local talent, foster cultural dialogue, support emerging artists, etc.]. We anticipate attracting [expected number] attendees, ranging from art enthusiasts and collectors to community members, providing an excellent platform for engagement and visibility.

As a valued leader in our community, your support would greatly enhance the reach and success of this event. We offer a range of sponsorship packages, including your company's logo on promotional materials, digital presence, event signage, and more. Sponsorship contributions (financial or material) will directly support exhibition costs such as venue rental, artist materials, marketing, and public programming. In appreciation of your support, we are pleased to recognize your organization through [list specific recognition opportunities, such as event signage, press releases, social media promotion, VIP tickets, etc.].

I would welcome the opportunity to discuss this partnership further and tailor a sponsorship arrangement that aligns with your organization's objectives. Please find attached our sponsorship proposal outlining available benefits and opportunities in greater detail.

Thank you for considering this request. I look forward to the possibility of collaborating with [Sponsor's Company/Organization] to make **[Exhibition Title]** a resounding success and to furthering cultural engagement within our community.

Sincerely,  
[Your Name]  
[Your Role/Organization]