

Student's name: Chan Chun On, Chris

Class: 5A

Letter Asking for Sponsorship

Student Union
St. Bonaventure College and High School
47 Sheung Fung Street
Tsz Wan Shan
Kowloon
3rd November, 2011

The Manager
Orange Cammel Publisher Company Limited
North Point Road
Hong Kong

Dear Madam,

Re: Request for Sponsorship for the Annual Walkathon of our School

I am writing on behalf of the St. Bonaventure College and High School to ask for sponsorship for our annual walkathon, which is scheduled on 10th November, 2011. The money raised will be used to sponsor our upcoming 40th Anniversary Celebration and provide better facilities for the students. I sincerely hope that you can participate in this meaningful event.

In order to improve the quality of education in our school, money raised will be spent on buying computers and books in the library for the students. If we have better facilities, this will facilitate students' learning and they will have more motives to learn in school. Besides, we will hire more foreign teachers. This helps to broaden students' horizons and increase their English language proficiency so that it is easier for them to get a good job. It also increases their opportunity to get into the university and have a good job in the future. Also, we can help our students by organizing more overseas exchange programs which allow them to use their English and experience different cultures. Finally, we will have more activities in school to enrich students' school life.

What we have in mind is to put the sponsors' name on the banners around the school

and along the route of the walkathon. We will also print the sponsors' name on the promotional leaflets of the event and the souvenirs we are going to give to the participants like T-shirts and umbrellas. We hope and believe that our sponsor will, in this way, gain a lot of positive publicity, which may bring business to your company as people will remember that your company has contributed to this meaningful event and have positive image towards your company and products so that your business will get increase after that.

We would be grateful if you could consider providing sponsorship for our event. Should you have any enquiry about our event, please contact me on 23457890 or via email at sbcstudentunion@gmail.com. Thank you for your attention. We look forward to hearing from you soon.

Yours faithfully,

Chris

Chris Wong

President of Student Union

St. Bonaventure College and High School