



Sample Sponsorship / In-Kind Donation Letter

<DATE>

Dear <FIRST & LAST NAME>

I'm contacting you to request your support for our <NAME OF EVENT> fundraiser, in support of Wellspring Cancer Support Foundation, which will be held on <DATE> at <LOCATION>. Financial support is extremely important to Wellspring as they rely on donations to provide a wide variety of free support programs and services in the community, which are greatly needed and valued by those living with cancer.

The <NAME OF EVENT>, is a <PROVIDE A BRIEF DESCRIPTION OF THE EVENT> and will attract <PROVIDE NUMBER AND A BRIEF DESCRIPTION OF ATTENDEES>. We depend on the added support of our friends and contacts in the business community for support. We are offering a great opportunity for <COMPANY NAME> to align itself with a unique event and a very worthwhile cause. We cordially invite you to contribute by:

- Donating an auction item and/or gift bag item(s)
- Offering a corporate donation

I will contact you to follow up regarding your contribution and to share information about the event, outline how you might wish to be recognized through our event and answer any questions you may have.

With your generous support, Wellspring will continue to fund vital programs and services that make a difference in the lives of people coping with cancer and their families.

Wellspring is an innovative and growing network of community-based cancer support centres. Wellspring provides support, coping skills, and education, at no charge and without need of medical referral, to individuals and family members living with cancer, and to professional caregivers. Wellspring supports people with any type of cancer, and at any stage. It receives no government funding. Programs and operations are made possible through the generosity of donors, like you. For further information, please visit www.wellspring.ca.

Thank you for your consideration.

Sincerely,

<YOUR NAME>