

March 1st, 2021

Chris Smith  
1234 W. Address St.  
Tucson, AZ 85737



Dear John Doe,

My name is Chris Smith and I am an athlete at Canyon Del Oro High School. I have been invited to participate in the **Hawaii Tiki Bowl** in Honolulu, Hawaii from December 18-23, 2021.

I consider it an honor to have the opportunity to represent my school and community in this event. During this event I will be coached by college football coaches. I will also be given the opportunity to interact with players from all across the USA. My teammates and I will also be learning the culture of the Hawaiian people.

In order to participate in this once in a lifetime event, I need your help. I am requesting sponsorship from individuals and businesses to help defray the costs of this trip. The trip cost is \$2,995. Of course I am not asking you for the entire amount, but I am asking that you consider a generous donation.

Please feel free to contact me if you should have any further questions. My cell phone number is 520-123-4567 and my home address is 1234 W. Address St. Tucson, AZ 85737. I will be glad to come to talk with you in person regarding this experience.

I want to thank you in advance for your help in this life changing event.

Sincerely,

Chris Smith  
Canyon Del Oro  
Class of 2022

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## Hawaii Tiki Bowl

**Website:** <https://www.HawaiiTikiBowl.com>

**Phone:** 918-869-0047

Please visit us online or give us a call to learn more about our organization and this event.