

Annual Gala Sponsorship Proposal

1. Introduction

Brief overview of the event and its purpose.

2. Event Details

- Date & Time
- Venue
- Expected Attendance
- Program Highlights

3. Organization Overview

Mission and background of the hosting organization.

4. Sponsorship Opportunities

1. Sponsorship Levels (e.g. Title, Gold, Silver, Bronze)
2. Benefits for Each Level
3. Custom Sponsorship Packages

5. Sponsorship Recognition

- Name/logo placement: print & digital
- Event materials, signage, and press releases
- On-stage acknowledgements
- Website and social media mentions

6. Media & Marketing Reach

Outline expected media coverage and audience engagement.

7. Next Steps

- Contact Information
- Instructions for Commitment
- Deadline for Participation

8. Contact Information

Name

Email

Phone

Website