Request Letter for In-Kind Donations

Date

“Enter Greeting”

This is a request for \_\_\_\_\_\_\_\_ (enter business) to make an in-kind donation of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (enter what you’re hoping they will donate i.e. gift basket for silent auction, memorabilia for drawings, etc.) on behalf of the annual **Partners in Giving** **Campaign!**

For over 50 years, Partners in Giving, the voluntary workplace fundraising campaign for State, University, and UW Health employees, has been making a difference. Since 1973, the Partners in Giving campaign has raised over $88 million dollars for local, state, national, and global charities.

To encourage more employees to participate, we hold workplace-coordinated events such as lunch and learns, auctions, and much more. Your in-kind donation will be visible, appreciated and will certainly sweeten the deal!

If you choose to participate, I will gladly pick up your donation. If you require further clarification or information, please contact me at “enter contact information”.

Thank you for your generosity. When we do a little, a lot can be accomplished, together, as Partners in Giving.

Sincerely,