

# SPONSORSHIP THANK YOU LETTER

Organization Name: \_\_\_\_\_

Sponsor Name: \_\_\_\_\_

**Dear Sponsor,**

On behalf of our entire organization, we sincerely thank you for your generous sponsorship. Your commitment and support enable us to continue our mission and enhance the impact of our programs.

Your sponsorship is vital to the success of our initiatives and helps us reach more individuals in need. We are deeply grateful for your confidence in our work and your investment in creating positive change.

We are committed to transparency and accountability, and we will keep you informed about the progress and outcomes that your sponsorship supports. Please do not hesitate to contact us if you have any questions or if you would like to be more involved.

Thank you once again for your generous support. Together, we can make a meaningful difference.

## **Sponsorship Details:**

Sponsorship Amount: \_\_\_\_\_ USD

Sponsorship Period: \_\_\_\_\_

Sponsorship Purpose and Recognition: \_\_\_\_\_

## **Clause 1 – Sponsorship Commitment**

Sponsor agrees to provide the sponsorship amount specified above to support the programs and activities of the organization, as described herein. The organization acknowledges receipt of this support and commits to using the funds in accordance with the stated purpose.

## **Clause 2 – Use of Sponsorship Funds**

The sponsorship funds shall be used solely for the purposes communicated to the Sponsor and agreed upon. The organization shall maintain accurate records of expenditures and provide reports as requested.

## **Clause 3 – Recognition and Publicity**

The organization agrees to recognize the Sponsor's contribution appropriately in its promotional materials, events, and public relations efforts, consistent with the level of sponsorship agreed upon.

## **Clause 4 – Term and Termination**

This Agreement is effective upon execution and shall continue for the sponsorship period indicated above. Either party may terminate this Agreement upon written notice if the other party materially breaches any term and fails to cure within 30 days.

## **Clause 5 – Representations and Warranties**

Both parties represent and warrant that they have the right and authority to enter into this Agreement and perform their obligations. The organization warrants that it is a recognized non-profit entity in good standing under United States law.

## **Clause 6 – Confidentiality**

Both parties shall keep confidential any non-public information received in connection with this Agreement and shall not disclose such information to third parties without prior written consent, except as required by law.

**Clause 7 – Indemnification**

Sponsor and organization each agree to indemnify, defend, and hold harmless the other party from any claims, damages, liabilities, costs, or expenses resulting from their respective breaches of this Agreement or negligent acts.

**Clause 8 – Governing Law and Jurisdiction**

This Agreement shall be governed by and construed in accordance with the laws of the United States and the applicable state laws. Venue for any disputes arising hereunder shall be the courts located within the jurisdiction of the organization's principal place of business.

**Clause 9 – Entire Agreement**

This Agreement constitutes the entire agreement between the parties with respect to the sponsorship and supersedes all prior agreements or understandings, whether written or oral.

**Clause 10 – Amendments**

Any amendments or modifications to this Agreement must be in writing and signed by both parties to be effective.

**Clause 11 – Counterparts and Signatures**

This Agreement may be executed in counterparts, each of which shall be deemed an original, and all of which together constitute one and the same instrument. Electronic signatures shall be deemed valid and binding.

**Clause 12 – Notices**

All notices under this Agreement shall be in writing and delivered by hand, certified mail, nationally recognized overnight courier, or email with receipt confirmation to the addresses provided by the parties.

**ORGANIZATION REPRESENTATIVE**

**SPONSOR REPRESENTATIVE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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