



Dear _____,

I am writing to see if you and **(company name)** would be interest in sponsoring a presentation for **(the name of your organization)**. We would like to invite Kristin Steede, a motivational speaker who was the first woman ever to lose more than 100 lbs while on NBC's The Biggest Loser.

Kristin would be presenting her keynote speech titled **(The Change is Within You, The Biggest Life Experience, Step it up and Work it out!, Hello, My Name is Kristin and I'm a Food Addict, (please select one of Kristin's keynote speeches))**. **(Add description of your event)**

This speech is presented by Kristin Steede who has been speaking to audiences across the United States. For more information about Kristin and her speaking capabilities visit her Web site, kristinsteede.com.

The presentation would be held on **(date, time, and location)**. Your generous sponsorship would be highlighted by **(select all that are applicable)**:

- Company name in meeting announcements and all promotional materials
- Announced during Kristin's introduction
- Opportunity to introduce Kristin
- Free table to promote your services at the presentation
- Signage recognizing contribution at event

You and other representatives of **(name of company)** would be most welcome to attend Kristin's presentation.

We are expecting a total of **(number)** attendees who would all benefit from your sponsorship. The cost to sponsor this event would be **(price)**.

Please feel free to call me with any questions regarding this sponsorship offer.

I look forward to hearing from you. Thank you for considering this request.

Sincerely,

(Name)

