[DATE]

[NAME]

[ADDRESS]

Dear [NAME]

I hope this letter finds you well. I am holding a plant and bake sale in aid of Care for Veterans, a charity which cares for physically disabled ex-Service personnel. The event is being held at [location] on Saturday 15th May 2021 and is part of [The BIG Plant and Bake Sale](https://www.careforveterans.org.uk/events/the-big-plant-and-bake-sale/).

I am writing to ask if you could support the event by donating some [plants/baked goods]? I realise that you must receive many requests of this nature, but I would be very grateful for your support.

[For a business] I would be very happy to promote your [business] by displaying your logo on my posters/flyers and at the event.

All proceeds from the event will go to Care for Veterans which provides specialist nursing care, rehabilitation, respite and end-of-life care to veterans from across the UK. The charity specialises in caring for those with brain injuries and neurological conditions. Your support will help them raise the £1.9 million they need each year to continue to provide award-winning care and rehabilitation to those who have served our country. Find out more at [www.careforveterans.org.uk/about-us](http://www.careforveterans.org.uk/about-us).

If you would like any further information, please do not hesitate to contact me.

Kind Regards

[Your Name]