Sponsorship email DRAFT

*Sent by President*

*Cc: Board member will close connection to potential sponsor*

Dear \_\_\_\_\_\_\_,

We are pleased to provide you with our 2022 Sponsorship Package for your review. We deeply appreciate your [past and ongoing] support for our programs geared towards in-house counsel in British Columbia.

We are offering sponsorship for our 2022 events to a select group of sponsors. We are again offering two levels of sponsorship:

* **Gold Sponsor**, which provides opportunity for one educational event and one social event, and
* **Silver Sponsor** (formerly “Single Event Sponsor”), an opportunity for one educational event.

in addition to the features set out in the attached sponsorship package.

During the first few months of 2022 we envision only virtual programs. However, we are hopeful that some future events can be offered in-person (especially social or networking events), even if small group or outdoors, as we believe that it will be important for our members, provided it can be done safely.

We will continue to promote our sponsors on several channels, including our private LinkedIn group exclusively for in-house counsel, on the BC chapter website and on our event invitations. We are open to any further ideas from you on how we can create opportunities to promote your organization.

Thank you for considering [continued] sponsorship of ACC BC Chapter for 2022. Kindly note that to facilitate event scheduling for this year we request you return the attached Sponsorship Application by February 15, 2022. Sponsorships will be considered and confirmed as applications are received. *Note: If you are interested in hosting an event in March/April, please contact us as soon as possible, even before* *submitting the sponsorship application.*

We look forward to hearing from you. Please do not hesitate to contact me with any questions you may have.

Sincerely,

Patricia