

[RECIPIENT'S NAME]

[RECIPIENT'S ADDRESS]

[DATE]

[YOUR NAME]

[YOUR ADDRESS]

Dear [RECIPIENT'S NAME],

My name is [YOUR NAME] and I am a student at [UNIVERSITY]. In [MONTH] 2024, I will be undertaking [CHALLENGE], to raise money for Meningitis Research Foundation. Across the coming year I will be fundraising [TARGET] for the charity. As part of this fundraising, I was wondering if [COMPANY] might be able to offer a donation to the charity for me.

Optional: add section about your connection to the company (e.g., if you know someone who works for them etc.)

Your kind donation would go towards the work of Meningitis Research Foundation, who are fighting to defeat meningitis and septicaemia by 2030. After babies and toddlers, students are the second most at risk group of developing meningitis. As a student myself, this is why Meningitis Research Foundation appealed to me as a particularly worthy cause. The money that you donate to this incredible cause will be spent on conducting research into prevention detection and treatment of the disease, raising awareness of meningitis and its symptoms, and providing support for those who have been affected by the disease.

Please find attached a letter from the charity authorising me to fundraise on their behalf.

If you would like to donate, I have an online fundraising page where you can make donations directly: [JUSTGIVING PAGE LINK]. Alternatively, you can donate via cheque or bank transfer – please contact me if you'd prefer to do this.

If you have any questions about the [CHALLENGE] challenge or Meningitis Research Foundation, please contact me at [YOUR EMAIL ADDRESS] or on [YOUR PHONE NUMBER].

Thank you very much for taking the time to read about my fundraising effort; I look forward to hearing from you soon.

Yours sincerely,

[YOUR SIGNATURE]

[YOUR NAME]