<Full Name>

<Address>

<Address 2>

<City>

<Postcode>

 <Today’s Date>

Dear <First Name>,

I am writing to you on behalf of the <Local area> Masterclass volunteer group to see if you would be interested in sponsoring our Annual <Mathematics/Engineering/Computer Science> Masterclass for local school children. <If you have one, add a reason for contacting this potential donor – e.g. do you have a personal connection to them, are they a STEM company, do they have an interest in the local community?>

The Masterclass programme is run annually with support from the leading science education charity the Royal Institution of Great Britain. Reaching almost 6,000 children a year in 140 places across the UK, this programme is a fantastic opportunity for school children to gain an in depth, practical understanding of Mathematics, Engineering or Computer Science working with subject experts in an exciting and challenging environment.

Our local Masterclass group has been running for <X> years through the generous support of our community, without whom we would not be able to continue.

* £50 a year could buy essential supplies for the participating children
* £150 a year could cover the fee and expenses of one Masterclass workshop leader
* £1500 a year would cover all of the costs associated with our local Masterclass series

If you are interested in supporting this year’s Masterclass series or would like to hear more about the programme and how we recognise our generous supporters please do get in touch at <0123 456 789> or by emailing A.ABC@email.com.

With your help we will be able to continue inspiring generations of children.

Thank you for your time, I look forward to hearing from you.

Yours sincerely,

<Full name>

Masterclass Volunteer