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# Proposal Letter For Event


**Samantha Lee**  
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**September 30, 2024**

**Dr. Henry Grant**  
**Director of Marketing**  
**Green Earth Outdoors**  
**4567 Greenway Drive**  
**Nashville, TN 37220**

Dear Dr. Grant,

I am writing on behalf of Lee Innovations Inc. with great enthusiasm to introduce our upcoming event, **Green Tech Symposium 2024**, scheduled to take place on **October 15, 2024**, at the **Nashville Convention Center**. This event aims to explore and expand the integration of technology in sustainable living practices, and we are excited about the potential impact it could have.

**Green Tech Symposium 2024** is designed to bring together leading innovators, businesses, and the public to discuss challenges and solutions in sustainability. We are committed to creating an experience that not only achieves these goals but also provides substantial value to our participants and sponsors.



To make this event a success, we are seeking strategic partners who share our vision and wish to collaborate in making **Green Tech Symposium 2024** a landmark occasion. **Green Earth Outdoors** is renowned for its commitment to environmental stewardship and its successful community engagement initiatives, making your organization an ideal partner for this initiative.

We would be honored if **Green Earth Outdoors** could join us as a **major sponsor**. We believe your support would greatly enhance the quality and reach of our event, and in return, we offer significant marketing exposure, networking opportunities with industry leaders, and a chance to showcase your latest products and services to an engaged audience.

Enclosed, you will find a detailed proposal of the event, including the agenda, projected attendance, and sponsorship tiers. We would be pleased to discuss this proposal in more detail and explore how we can effectively work together to achieve a mutually beneficial outcome.

Thank you for considering this opportunity. I look forward to the possibility of partnering with **Green Earth Outdoors** and am eager to discuss any thoughts you might have at your earliest convenience.

Warm regards,

**Samantha Lee**

**Event Coordinator**

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