

[insert address]
[insert address]
[insert address]
[insert address]

[insert date]

Dear [local business],

We wanted to let you know that we are entering a team into the 2020 UK Aerospace Youth Rocketry Challenge (UKRoC), which is organised by ADS Group Ltd. The Challenge is aimed at young people aged 11 – 18 to design, build and launch a model rocket with a fragile payload. The rocket must reach a set altitude with specific total flight duration and must adhere to the specific set rules.

We are contacting you to ask if you would like to financially support us to assist us with the challenge – the approximate cost to build one model rocket from scratch is between £50 and £250.

We will be building our rocket over the next few months to compete in the [South West/ Scotland/ South East/ Midlands/Northern Ireland/North] regional event, which takes place between March and May 2020. We then hope to compete at a national level in the UK final in May 2020. Ultimately, we hope to compete in the international final at Farnborough International Airshow in July 2020 where the winning UK team will fly against the winning teams from France, America and Japan.

Any financial support you can provide would be really beneficial. In return, we can ensure that you are mentioned alongside the team in regional press releases as the team 'school supporter'. There are publicity opportunities for our team at the regional heats as ADS Group are looking to invite regional media and MPs along to support. As a side, ADS Group are also currently recruiting for UKRoC sponsors, Lockheed Martin UK were 2019 sponsors, these sponsors contribute significantly to the UK and International Finals.

Please do let us know if you are interested, and we look forward to hearing from you.

Kindest Regards

[insert signature]
[insert team individual]
[insert team name]
[insert school/organisation]