



BRENTWOOD BAY
Resort & Spa

RE: Donation and Sponsorship Request

To whom it may concern,

Thank you for your donation request. We receive many requests for donations and endeavour to support as many organizations and charitable causes as we can. Our core values are aligned with supporting learning and education, the flourishing of our local community, and environmental protection and awareness.

We will do our very best to support requests that are in alignment with our core values. Thus, to be considered for support we ask that you please answer the following questions and include them with a formal letter outlining your request.

Our donation program is also employee driven. Each month, an employee is nominated by their peers for showcasing exemplary performance. The awarded employee is given the choice to select which organization will receive our donation for the month. If your submission is in alignment with our values your donation request will be included for consideration. If your organization is selected we will be in touch.

Please answer the following questions (please answer each question in 150 words or less) and include them with a formal letter outlining your request:

1. What makes your business, organization and/or cause a match to ours and our mission?
2. How are you looking to be supported by us and in brief detail how does that support your purpose?
3. What makes our partnership meaningful to your business, organization and/or cause? In other words, can you articulate how our support helps you to make the lives of others more wonderful?

Please forward your letter to hr@brentwoodbayresort.com and include Donation Submission in your subject line. Thank you again for connecting with us.

Sincerely,

Brentwood Bay Resort and Spa

Natasha Richardson,
General Manager