

## COMPANY LETTER HEAD

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Date

Georgia Institute of Technology

Attn: Third-Party Billing

Lyman Hall, Suite 111

Atlanta, GA 30332-0255

To Whom it May Concern:

On behalf of "**COMPANY NAME**", I am submitting this letter of sponsorship for Mr./Mrs. Yellow Jacket, ID# 900-111-111. Under this sponsorship, "**COMPANY NAME**" will be responsible for all Tuition and Fee charges (Not to include Room & Board) incurred by Mr./Mrs. Jacket for the Spring 2016 semester not to exceed \$16,198.00.

Invoices should be submitted via mail or email to:

*COMPANY NAME*

*COMPANY CONTACT*

*COMPANY ADDRESS*

*COMPANY PHONE NUMBER*

[COMPANY EMAIL ADDRESS](#)

Upon invoice receipt, your institution can expect to receive payment within 30 days. Please feel free to contact me should you have any questions and/or concerns regarding this sponsorship letter or have questions regarding payment.

Sincerely,

*COMPANY CONTACT*

*CONTACT TITLE*