

Date: [Insert Date]

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose an extension of the trial service duration for [specific service or product name] provided to [Recipient's Company/Organization]. Our initial trial period has proven to be beneficial, and I believe that extending this duration will allow for a more thorough evaluation of our services and results.

Since the start of the trial, we have observed [briefly describe results achieved during the trial]. Extending the trial period by [suggest duration of extension] will provide you with additional time to assess the ongoing benefits and align our services more closely with your needs.

We are committed to ensuring your satisfaction and success. If you agree to this extension, we can offer [mention any additional benefits or features during extended trial].

I would appreciate the opportunity to discuss this proposal further and address any concerns you might have. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering this proposal. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization Name]

[Your Contact Information]