

# Service Agreement Extension Proposal

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We hope this message finds you well. We are writing to propose an extension of our current service agreement, which is set to expire on [Insert Expiration Date]. We have appreciated the opportunity to work with you and are eager to continue our partnership.

We propose to extend the agreement for an additional [Insert Duration, e.g., six months, one year], under the same terms and conditions. We believe this extension will benefit both parties and enhance our collaboration.

Please let us know if you have any questions or if you would like to discuss this proposal further. We are looking forward to your positive response.

Thank you for considering our proposal.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]