

# Request for Software Trial Extension

Date: [Insert Date]

To: [Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Position] at [Your Company]. We have been exploring [Software Name] during the trial period, which is set to expire on [Expiration Date].

We have found the software to be highly beneficial for our development needs, and we would like to request an extension of the trial period. This additional time would allow us to further evaluate its features and ensure it meets our requirements before making a purchasing decision.

Specifically, we are interested in testing [mention any specific features or functionalities]. An extension of [number of days/weeks] would be greatly appreciated.

Thank you for considering our request. We look forward to your positive response.

Warm regards,

[Your Name]

[Your Position]

[Your Company]

[Your Email]

[Your Phone Number]