

# Freelance Contract Extension Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Client's Name]

[Client's Company]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

I hope this message finds you well. I am writing to formally request an extension of my freelance contract with [Client's Company] regarding [Project Name/Description].

As we approach the end of my current contract, I have thoroughly enjoyed our collaboration and believe there are still opportunities to further enhance the project outcomes.

I would greatly appreciate the chance to continue contributing to this project. If possible, I propose extending the contract for [duration of extension] to complete ongoing tasks and achieve our goals effectively.

Please let me know your thoughts on this request. I am available to discuss this at your earliest convenience and can adjust my schedule to suit yours.

Thank you for considering my request. I look forward to your response.

Sincerely,

[Your Name]