

Proposal to Extend Sales Contract

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose an extension of our current sales contract, which is set to expire on [insert expiration date]. Given the successful collaboration between our companies over the past [insert duration], I believe it would be mutually beneficial to continue our partnership.

Our collaboration has yielded [insert benefits or successes], and I am confident that extending the contract will allow us to achieve even greater results. I propose an extension for an additional [insert duration] with the same terms and conditions, with the potential for adjustments based on our evolving needs.

Please let me know a convenient time for us to discuss this proposal further. I look forward to your positive response.

Thank you for considering this extension. I am excited about the prospect of continuing our successful partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]