

Proposal for Flexible Payment Deadlines

Date: [Insert Date]

To: [Service Provider's Name]

[Service Provider's Address]

Dear [Service Provider's Name],

We hope this message finds you well. We are writing to propose a modification to the payment terms outlined in our current agreement. Due to [brief explanation of the reason, e.g., unforeseen economic circumstances, seasonal fluctuations, etc.], we believe that a flexible payment deadline would be mutually beneficial.

We propose to adjust our payment schedule as follows:

- Payment for [Service/Product 1]: due [New proposed date]
- Payment for [Service/Product 2]: due [New proposed date]
- Payment for [Service/Product 3]: due [New proposed date]

We are confident that this adjustment will help us maintain our collaboration while ensuring timely payments without compromising our current financial strategies.

We appreciate your understanding and look forward to your favorable response. Please let us know a convenient time for us to discuss this proposal in further detail.

Thank you for considering our request.

Sincerely,

[Your Name]

[Your Position]

[Your Company's Name]

[Your Contact Information]