

Subcontractor Service Extension Agreement

Date: [Insert Date]

To:

[Subcontractor's Name]

[Subcontractor's Address]

Dear [Subcontractor's Name],

We are writing to formalize the extension of the subcontractor services agreement originally dated [Insert Original Agreement Date] between [Your Company Name] and [Subcontractor's Name].

Based on our recent discussions, we agree to extend the service term for an additional [Insert Duration] commencing on [Insert Start Date of Extension] and ending on [Insert End Date of Extension].

The terms and conditions of the original agreement will remain in full effect throughout the extended term, and both parties agree to uphold their responsibilities as outlined.

Please sign and return a copy of this letter to indicate your acceptance of the extension.

Thank you for your continued partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[Your Contact Information]

Agreed and Accepted:

[Subcontractor's Name]

[Title]

Date: _____