

Request for Extended Warranty Agreement

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to discuss the possibility of extending the warranty for the [specific product or service] that we have previously procured from your esteemed company.

Given our positive experience with your products/services and commitment to quality, we believe that a longer warranty period would enhance our partnership and provide us with additional peace of mind. We are particularly interested in extending the warranty duration from [current duration] to [desired duration].

We would appreciate it if you could provide us with the terms and conditions associated with a longer warranty agreement, including any additional costs and coverage details.

Thank you for considering our request. We are looking forward to your prompt reply and hope to continue our fruitful collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Phone Number]

[Your Email Address]