

# Transportation Service Extension Request

Date: [Insert Date]

[Client's Name]

[Client's Position]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Client's Name],

We hope this letter finds you well. We are writing to formally request an extension of our current transportation service agreement with [Client's Company Name]. As our partnership has grown, we recognize the need to enhance our services to meet your evolving requirements.

Over the past [duration], we have consistently strived to provide reliable and efficient transportation solutions tailored to your company's needs. As the demand for our services continues to expand, we believe an extension will allow us to further support your business objectives.

We propose to extend our agreement until [proposed end date], which will provide us the opportunity to implement additional resources and improved logistics solutions for your operations.

We are confident that this extension will continue to yield positive results for both parties. Please feel free to reach out to us to discuss this proposal in further detail.

Thank you for your attention to this matter. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Company's Name]

[Your Company's Address]

[City, State, Zip Code]

[Your Contact Information]