

Temporary Employment Extension Agreement

Date: [Insert Date]

Employee Name: [Insert Employee Name]

Employee Address: [Insert Employee Address]

Dear [Employee Name],

We are pleased to inform you that your temporary employment with [Company Name] is being extended under the following terms:

New Terms of Employment

- **Position:** [Insert Job Title]
- **New Start Date:** [Insert New Start Date]
- **End Date:** [Insert New End Date]
- **Work Hours:** [Insert Work Hours]
- **Compensation:** [Insert Compensation Details]

Please sign and return a copy of this letter to indicate your acceptance of these terms.

Thank you for your continued contributions to our team.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[Contact Information]

Employee Signature: _____

Date: _____