

Subject: Inquiry for Temporary Employment Extension

Dear [Manager's Name],

I hope this message finds you well. I am writing to inquire about the possibility of an extension of my temporary employment contract, which is currently set to expire on [expiration date].

During my time in the position of [Your Job Title], I have greatly appreciated the opportunity to contribute to [Company's Name] and have enjoyed working with our team. I believe that my skills and experience can continue to add value as we pursue our upcoming projects.

Could we schedule a time to discuss the terms of my contract extension and any potential adjustments to my role? I am eager to understand how I can continue to support our team while fulfilling the necessary requirements.

Thank you for considering my request. I look forward to your response.

Sincerely,
[Your Name]
[Your Contact Information]