

Proposal for Temporary Employment Extension

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company's Name]

[Company's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally propose an extension of my temporary employment with [Company's Name] due to unforeseen circumstances that have arisen since my initial contract.

As you are aware, [briefly explain the unforeseen circumstances, e.g., increased workload, project delays, etc.]. This situation has necessitated additional support to ensure the continued success of our projects and the overall efficiency of the team.

I believe that an extension of my temporary employment would be beneficial for both the company and myself. I am committed to contributing to [specific projects or goals] and would appreciate the opportunity to continue providing my support during this challenging time.

I would be grateful if we could discuss the possibility of extending my employment through [proposed extension period]. Thank you for considering my proposal. I look forward to your positive response.

Warm regards,

[Your Name]

[Your Position]

[Your Contact Information]