

# Notification of Contract Extension

Date: [Insert Date]

Dear [Candidate's Name],

We are pleased to inform you that your job application contract is being extended. This extension is a testament to your valuable contributions and the positive impact you've made during your time with us.

Your new contract will commence on [New Start Date] and will continue until [End Date]. Please review the terms and conditions, which remain consistent with your previous agreement.

Should you have any questions or require further clarification, please do not hesitate to contact us.

Congratulations once again, and we look forward to your ongoing contributions!

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Contact Information]