

# Contract Role Conversion Proposal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

## **Subject: Proposal for Conversion from Contract Position to Full-Time Employment**

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally propose a conversion of my current contract role as [Your Position] to a full-time position within [Company's Name]. Over the course of my time here, I have had the opportunity to contribute to various projects and align my work with the company's goals and objectives.

Throughout my contract, I have achieved [mention key achievements or contributions]. I believe that transitioning to a full-time role would allow me to continue to bring value to the team and contribute even more significantly to our projects and initiatives.

I am fully committed to [Company's Name] and see a long-term future here, where I can further enhance my skills and support our mission. I would appreciate the opportunity to discuss this proposal in more detail and explore the possibilities of my continued growth within the company.

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

Sincerely,

[Your Name]

[Your Current Position]