

# Franchise Contract Extension Request

Date: [Insert Date]

[Franchisor's Name]  
[Franchisor's Address]  
[City, State, Zip Code]

Dear [Franchisor's Name],

I hope this letter finds you well. I am writing to formally request the extension of my franchise contract for [Franchise Name] at [Franchise Location]. My current contract is set to expire on [Expiration Date], and I would like to discuss the possibility of extending our agreement for an additional term.

Over the past [duration of the franchise], I have dedicated myself to upholding the standards and values of the [Franchise Name] brand, resulting in [briefly mention any successes or achievements]. I believe that extending our partnership will allow us to continue this positive momentum and further contribute to the growth of the franchise.

I am confident that with your support, we can achieve [mention future goals or plans]. I would appreciate the opportunity to discuss this matter further at your earliest convenience. Please let me know a suitable time for us to connect.

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

Sincerely,

[Your Name]  
[Your Title/Position]  
[Franchise Location]  
[Your Contact Information]