

Letter of Request for Extension of Real Estate Service Agreement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Recipient Name]

[Recipient Position]

[Real Estate Agency Name]

[Agency Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally request an extension of our current Real Estate Service Agreement, which is set to expire on [insert expiration date]. Due to [brief reason for extension, e.g., ongoing property search, market conditions, etc.], I believe that an extension would be beneficial for both parties.

I kindly ask for an extension of [insert duration, e.g., three months] to continue our efforts in [specific objectives related to the service]. I have appreciated your support and expertise throughout this process, and I look forward to collaborating further.

Please let me know if you are open to discussing this extension. I am happy to provide any additional information you may need.

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

Sincerely,

[Your Name]