

[Your Name]

[Your Position]

[Your Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Proposal for Licensing Agreement Extension

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose an extension to our current licensing agreement, originally signed on [original agreement date], which is set to expire on [expiration date]. Our partnership has been fruitful, and I believe extending the agreement will continue to yield mutual benefits.

Given the success we've achieved together, I propose to extend the agreement for an additional [length of extension] under the same terms, with the possibility of revisiting and adjusting terms as necessary based on market conditions and our evolving partnership.

I would appreciate the opportunity to discuss this proposal further and explore the next steps. Please let me know your availability for a meeting at your earliest convenience.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]