

Advertising Agreement Amendment Request

Date: [Insert Date]

To: [Recipient's Name]
[Recipient's Title]
[Company's Name]
[Company's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request an amendment to our existing advertising agreement dated [Insert Original Agreement Date]. Due to [briefly state reason for amendment], we believe that the following changes will better suit both parties:

- [Amendment Point 1]
- [Amendment Point 2]
- [Amendment Point 3]

We believe these amendments will enhance our collaboration and drive greater success for both parties. We are open to discussing this proposal further at your earliest convenience.

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

Sincerely,
[Your Name]
[Your Title]
[Your Company's Name]
[Your Contact Information]