

# Application for Contract Enhancement

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Recipient's Name  
Recipient's Position  
Company Name  
Company Address  
City, State, Zip Code

Dear [Recipient's Name],

I am writing to formally request an enhancement to my current contract, which is set to expire on [Expiration Date]. Over the past [duration], I have contributed to [specific achievements or contributions] and I believe that a revision to my contract would better reflect my efforts and the value I bring to the team.

Specifically, I would like to propose the following enhancements:

- [Enhancement 1]
- [Enhancement 2]
- [Enhancement 3]

I am more than willing to discuss this matter further and provide any additional information you may need. Thank you for considering my request.

Sincerely,  
[Your Name]