

Subject: Request for Increased Library Operating Hours

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

[Library Director's Name]
[Library Name]
[Library Address]
[City, State, Zip Code]

Dear [Library Director's Name],

I hope this message finds you well. I am writing to formally request an increase in the operating hours of [Library Name]. As a member of our community, I have observed the growing need for enhanced access to library resources that can support education, personal development, and community engagement.

Currently, the limited hours restrict many individuals, especially students and working professionals, from taking full advantage of the services offered. Extending library hours would not only benefit our community members but also help in fostering a more literate and informed society.

Many surrounding libraries have successfully extended their hours, resulting in increased patron visits and greater community involvement. I believe that a similar approach could yield positive outcomes for [Library Name].

Thank you for considering this request. I am more than willing to discuss this matter further and explore possible solutions that would enhance library accessibility for all.

Sincerely,
[Your Name]