

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

To Whom It May Concern,

I hope this message finds you well. My name is [Your Name], and I am a frequent patron of the [Library Name]. I am writing to inquire about the possibility of extending the library's operating hours.

As a dedicated user of the library's resources, I have noticed that many patrons, including myself, have expressed a desire for additional access during evenings and weekends. Extended hours would greatly benefit students and working professionals who may find it challenging to visit during the current operating schedule.

I would appreciate any information you could provide about potential considerations for adjusting the hours of operation. If possible, I would also like to know if there are any plans or discussions related to this matter.

Thank you for your attention to this request. I look forward to your response.

Sincerely,

[Your Name]