

# Partnership Extension Proposal

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. As our current partnership term is nearing its conclusion on [Insert End Date], I would like to propose an extension of our collaboration.

Over the past [duration of the partnership], we have achieved significant milestones together, including [mention key achievements]. We believe that continuing our partnership will yield even greater benefits, including [list potential benefits of the extension].

I propose we discuss this extension at your earliest convenience. Please let me know a suitable time for you, or feel free to reach out if you have any questions or require additional information.

Thank you for considering our proposal. I look forward to the possibility of continuing our successful partnership.

Warm regards,

[Your Name]

[Your Title]

[Your Company Name]