

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Client Name]
[Client Title]
[Client Company Name]
[Client Address]

Re: Proposal to Modify Candidate Ownership Period

Dear [Client Name],

Thank you for reaching out regarding the terms of our recruitment agreement. We appreciate the opportunity to discuss our ongoing partnership.

Regarding your request to reduce the candidate ownership period from [Current Period, e.g., 12 months] to [Proposed Period], we have carefully reviewed our operational requirements and industry benchmarks. At this time, we are unable to accept this modification.

The current ownership period is essential to protecting the significant investment of time and resources we commit to sourcing, vetting, and presenting high-quality talent. This timeframe ensures a fair alignment between our efforts and the eventual hiring decisions made within your organization.

We value our relationship with [Client Company Name] and remain committed to providing you with the best candidates in the market. All other terms of our existing agreement shall remain in full effect.

Thank you for your understanding. We look forward to continuing our work together.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title]