

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

[Contractor Name]
[Contractor Address]
[City, State, Zip Code]

Subject: Extension of Fixed-Term Contractor Agreement

Dear [Contractor Name],

This letter serves as a formal amendment to your original Fixed-Term Contractor Agreement dated [Original Start Date].

Your current contract is scheduled to expire on [Current End Date]. We are pleased to offer an extension of your services under the following terms:

- **Extended End Date:** Your contract is extended until [New End Date].
- **Scope of Work:** The duties and responsibilities remain the same as outlined in the original agreement [or specify any changes here].
- **Compensation:** Your rate of pay will remain [Current Rate] [or specify new rate].

All other terms and conditions set forth in the original agreement shall remain in full force and effect. This extension does not constitute a permanent employment contract.

Please indicate your acceptance of this extension by signing and returning a copy of this letter by [Deadline Date].

Sincerely,

[Name of Manager/HR Representative]
[Title]

Acceptance:

I, [Contractor Name], accept the extension of my contract as outlined above.

Signature: _____

Date: _____