

Extension with pending conditions or approval

Subject: Provisional Extension of Job Offer Deadline – [Candidate Name]

Dear [Candidate Name],

We are pleased to inform you that the deadline for your job offer for [Job Title] has been provisionally extended to [New Deadline Date], pending final confirmation of [specific condition, e.g., background check].

Please confirm receipt of this extension and do not hesitate to reach out with any questions.

Best regards,

[Sender Name]

[Position]

[Company Name]

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