

To: [Manager Name or Human Resources Department]

From: [Your Full Name]

Date: [Current Date]

Subject: Request for Extension of Nursing and Lactation Break Accommodations

Dear [Manager Name or HR Representative],

I am writing to formally request an extension of my current nursing and lactation break accommodations, which were previously approved on [Date of Initial Approval].

Under the PUMP for Nursing Mothers Act and relevant labor laws, I am requesting to continue utilizing [Number] breaks per day, for approximately [Duration] minutes each, to express breast milk. I will also continue to require access to the designated private lactation space.

I anticipate needing this continued accommodation until [Estimated End Date or "until further notice"]. As I have done previously, I will ensure these breaks are scheduled to minimize any disruption to my work duties and team productivity.

Please let me know if there are any additional forms required or if we need to meet to discuss this extension further. I appreciate the company's ongoing support in maintaining a breastfeeding-friendly workplace.

Sincerely,

[Your Signature]

[Your Employee ID Number]