

Date: [Date]

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

Re: Proposal to Adjust Custody Schedule for [Child(ren)'s Name(s)]

Dear [Recipient Name],

I am writing this letter to formally propose a modification to our current custody and visitation schedule. I believe that adjusting our current arrangement will better serve the needs of [Child(ren)'s Name(s)] due to [briefly state reason, e.g., changes in school schedules, work commitments, or the child's extracurricular activities].

Currently, our schedule is as follows:
[Briefly describe current schedule]

I would like to propose the following adjustments:
[Detail the new proposed schedule, including specific days and times for transitions]

I believe these changes are in the best interest of our child(ren) because:
[List 1-2 reasons why this benefits the child]

My goal is to reach an amicable agreement without the need for court intervention. Please review this proposal and let me know your thoughts by [Date]. I am open to discussing these details further or considering alternative suggestions you may have.

If we are both in agreement, we can document this change in writing and, if necessary, submit it to the court as a stipulated agreement to update our formal records.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Phone Number]
[Your Email Address]