

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

[Date]

[Other Parent's Name]  
[Other Parent's Address]

**RE: Proposal for Modification of Visitation and Custody Schedule**

Dear [Other Parent's Name],

I am writing this letter in good faith to discuss a potential update to our current custody and visitation arrangement for [Child's Name].

Since our last agreement was established, there have been several changes in circumstances, including [mention brief reason, e.g., work schedules, school activities, or the child's age]. I believe it is in the best interest of [Child's Name] to adjust our schedule to better accommodate their current needs and ensure they maintain a consistent and meaningful relationship with both parents.

**My Proposed Changes:**

- [Specific change 1, e.g., Adjusting weekday pick-up times to 5:00 PM]
- [Specific change 2, e.g., Alternating weekend schedules]
- [Specific change 3, e.g., Revised holiday rotation for the upcoming year]

I value our ability to co-parent effectively and would prefer to resolve these adjustments amicably between us rather than involving the court. I am open to your feedback and willing to discuss alternative suggestions you may have.

Please let me know your thoughts on this proposal by [Date]. I look forward to hearing from you so we can find a solution that works best for [Child's Name].

Sincerely,

[Your Signature]

[Your Printed Name]