Casual, Email

Subject: Contract Renewal Confirmation

Hi [Recipient Name],

Just wanted to drop a quick note to say l'm happy to accept the renewal for [Contract/Project

Name]. Excited to keep working together and make the next term even better!

Let me know if there's anything you need from me to finalize the process.

Cheers,

[Your Name]

Get more templates here:

https://www.lettersandtemplates.com/letters/acceptance-letter-for-contract-renewal