Agreement Extension Or Renewal Letter

Dear [Recipient],

I am writing to discuss the extension or renewal of our current agreement, which is set to expire on [expiration date]. I have enjoyed our business relationship thus far and I am hopeful that we can continue working together in the future.

As you know, our current agreement was signed on [signing date] and has been in effect for [length of time]. During this time, we have both benefitted from the terms outlined in the agreement. However, as our businesses continue to evolve, I believe it would be beneficial for us to reevaluate the terms of our agreement and potentially make some adjustments.

I propose that we extend or renew our agreement for an additional [length of time] years, with a few minor updates to the terms. Specifically, I would like to discuss [list any specific changes or updates you would like to propose]. I believe these changes will help us better align our business goals and ensure our continued success.

Please let me know your thoughts on this matter. If you agree with my proposal, we can work together to finalize the new agreement and sign it before the current one expires. If you have any concerns or suggestions, I am open to discussing them and finding a mutually beneficial solution.

Thank you for your time and consideration. I look forward to continuing our partnership.

Sincerely,

[Your Name]