

# Licensing Contract Renewal Notification

Date: [Insert Date]

To,

[Licensee Name]

[Licensee Address]

[City, State, Zip Code]

Dear [Licensee Name],

We hope this message finds you well. This letter serves as a formal notification regarding the renewal of your licensing contract with [Your Company Name], originally signed on [Original Contract Date]. The current term of the contract will expire on [Expiration Date].

As discussed in our previous meetings, we would like to confirm our intent to renew the licensing agreement for [Specify Product/Service], under the same terms and conditions set forth in the original agreement.

Please review the enclosed documentation, which outlines the renewal process and any updates to the terms. Should you have any questions or require further clarification, do not hesitate to reach out to us at [Your Contact Information].

We appreciate your continued partnership and look forward to a successful renewal.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]