

Freelance Agreement Renewal

Date: [Insert Date]

[Freelancer's Name] [Freelancer's Address] [City, State, Zip Code] [Email Address] [Phone Number]

[Client's Name] [Client's Company Name] [Client's Address] [City, State, Zip Code]

Dear [Client's Name],

I hope this message finds you well. I am writing to formally propose the renewal of our freelance agreement for the upcoming short-term engagement regarding [brief description of the project or service].

As per our previous agreement, I am delighted to continue providing my services and support to [Client's Company Name]. The details of the renewed agreement are as follows:

- **Project Scope:** [Detailed description of the project]
- **Start Date:** [Insert Start Date]
- **End Date:** [Insert End Date]
- **Compensation:** [Insert Payment Terms]
- **Payment Schedule:** [Insert Payment Schedule]

Please let me know if you have any revisions or additional terms that you would like to discuss. If everything meets your approval, feel free to sign and return a copy of this letter to indicate your agreement.

Thank you for considering my proposal. I look forward to continuing our collaboration.

Sincerely,

[Freelancer's Name] [Freelancer's Signature (if sending by mail)] [Date of Signature]