

Follow-Up on Your Telecom Service Contract Renewal

Dear [Client Name],

I hope this message finds you well. I wanted to follow up regarding your upcoming contract renewal for your telecom services with us. As the renewal date approaches, we want to ensure that you have all the necessary information to make an informed decision.

If you have any questions or require assistance with your current services, please do not hesitate to reach out. We highly value your partnership and are committed to providing the best solutions to meet your needs.

Would you be available for a brief call next week to discuss your renewal options? Please let me know a time that works for you.

Thank you for your continued trust in our services. We look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]