

Agreement Renewal Letter

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We hope this letter finds you well. We are writing to propose the renewal of our agreement regarding the distribution of pharmaceutical products, which is set to expire on [Insert Expiration Date]. We value our partnership and would like to continue our collaboration.

As per our previous arrangement, we believe that renewing the agreement under similar terms would be mutually beneficial. However, we are open to discussing any amendments or adjustments that you may have in mind.

We appreciate your prompt attention to this matter and look forward to your response. Please let us know a convenient time for you to discuss the terms of the renewal.

Thank you for your continued partnership.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Title]

[Your Company Name]