

Vendor Agreement Renewal Confirmation

Date: [Insert Date]

To: [Vendor's Name]
[Vendor's Address]
[City, State, Zip Code]

Dear [Vendor's Contact Person],

We are pleased to confirm the renewal of our vendor agreement dated [Original Agreement Date]. The terms and conditions remain consistent with our previous agreement, and the renewal is effective from [Start Date] to [End Date].

Please sign and return the attached copy of this confirmation to acknowledge your agreement to the renewal.

We appreciate your continued partnership and look forward to working together in the upcoming term.

Best regards,

[Your Name]
[Your Position]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]
[Your Contact Information]