

Vendor Contract Renewal Proposal

Date: [Insert Date]

[Vendor Name]

[Vendor Address]

[City, State, Zip Code]

Subject: Proposal for Contract Renewal

Dear [Vendor Contact Name],

We hope this message finds you well. As we approach the end of our current contract on [Insert End Date], we would like to express our desire to renew our partnership with [Vendor Name]. Over the past [duration], we have appreciated the quality of service and products you have provided.

In order to ensure a seamless continuation of our collaboration, we would like to propose the following terms for the renewal:

- Contract Duration: [New Duration]
- Pricing Revisions: [Details]
- Service Level Agreements: [Details]

We believe that these terms will not only strengthen our partnership but also enhance the value we provide to our customers.

We would appreciate the opportunity to discuss this proposal further. Please let us know your availability for a meeting or call in the upcoming days.

Thank you for considering our proposal. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]