

Mutual Aid Agreement Renewal

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Recipient Organization]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to discuss the renewal of our Mutual Aid Agreement originally established on [Original Agreement Date]. As we reflect on the past year, it is clear that our collaboration has greatly contributed to the safety and well-being of our communities.

We propose to renew this agreement for another term, continuing the shared commitment to assist each other in times of need. We believe that maintaining this partnership will further enhance our operational readiness and strengthen our respective responses to emergencies.

Enclosed is the proposed renewal agreement for your review. We would appreciate the opportunity to discuss any adjustments you may suggest and finalize the renewal by [Proposed Finalization Date].

Thank you for your continued partnership. We look forward to working together and supporting each other in the future.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]