

Supplier Engagement Terms Renewal

Date: [Insert Date]

[Supplier Name]

[Supplier Address]

[City, State, Zip Code]

Dear [Supplier Contact Name],

We are writing to discuss the renewal of our engagement terms set to expire on [Insert Expiration Date]. We value our partnership and wish to continue our collaborative efforts.

Please find below the proposed terms for renewal:

- **Duration:** [Insert Duration]
- **Pricing:** [Insert Pricing Details]
- **Delivery Terms:** [Insert Delivery Terms]
- **Quality Assurance:** [Insert Quality Assurance Details]

We would appreciate your feedback on the proposed terms by [Insert Feedback Deadline]. If necessary, we can discuss any adjustments you may require.

Thank you for your continued partnership. We look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]