

Collaboration Agreement Renewal

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to discuss the renewal of our collaboration agreement regarding the [Project Name], which has been instrumental in furthering our mutual research objectives.

As our current agreement is set to expire on [Expiration Date], we believe it is essential to extend our partnership to continue the progress we have made. The results achieved thus far demonstrate the value and impact of our collaborative efforts, and we are keen to explore new opportunities for research and innovation together.

We propose to renew our agreement for another term of [Insert Duration], under similar terms, with any necessary adjustments based on our experiences and feedback from the previous period. We welcome any suggestions you may have to enhance our collaboration moving forward.

Please let us know your availability for a meeting to discuss this renewal in detail. We look forward to continuing our successful partnership.

Thank you for your attention, and we hope to hear from you soon.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[Your Email]

[Your Phone Number]