

Renewal Agreement Notice

Date: [Date]

Client Name: [Client Name]

Client Address: [Client Address]

Dear [Client Name],

We hope this message finds you well. This letter serves as a formal notice regarding the renewal of your agreement with us. Your current agreement is set to expire on [Expiration Date], and we would like to discuss the terms for renewal.

We appreciate your business and encourage you to reach out if you have any questions or if you would like to make changes to the existing terms. Please let us know by [Response Deadline] if you wish to renew your agreement.

Thank you for your continued partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]