

Letter of Intent to Renew Subscription

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Magazine Publisher's Name]

[Magazine Publisher's Address]

[City, State, Zip Code]

Dear [Magazine Publisher's Name or Subscription Department],

I hope this message finds you well. I am writing to express my intent to renew my subscription for [Magazine Name], which is set to expire on [Expiration Date]. I have thoroughly enjoyed the content and value of the magazine over the past year, and I am eager to continue receiving it.

Please let me know the necessary steps to complete the renewal process, including any promotional offers or changes to the subscription rates. My current subscriber ID is [Subscriber ID].

Thank you for your attention to this matter. I look forward to hearing from you soon.

Sincerely,

[Your Name]