

[Your Name]

[Your Position]

[Agency Name]

[Agency Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Client Name]

[Client Position]

[Client Company Name]

[Client Company Address]

[City, State, Zip Code]

Dear [Client Name],

We hope this message finds you well. As we approach the expiration of our current partnership agreement, we want to take a moment to express our gratitude for the collaboration we've shared over the past [duration of cooperation]. It has been a pleasure working alongside your team to achieve [mention specific achievements or projects].

We strongly believe that the strategies we've implemented together have significantly contributed to [mention outcomes or benefits]. In light of our successful partnership, we would like to formally request the continuation of our cooperation.

We are excited about the potential for future projects and are eager to explore new opportunities to further enhance our outcomes. We believe that our continued collaboration will yield even greater results and allow us to leverage our strengths effectively.

We would love the opportunity to discuss this matter further. Please let us know a convenient time for you, and we will gladly accommodate your schedule.

Thank you for your consideration. We look forward to the possibility of continuing our partnership.

Sincerely,

[Your Name]

[Your Position]

[Agency Name]