

Partnership Renewal Intention Letter

Date: [Insert Date]

[Your Name]
[Your Position]
[Your Company]
[Your Address]
[City, State, Zip Code]

[Recipient Name]
[Recipient Position]
[Recipient Company]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. As we approach the end of our current partnership agreement, I would like to express our intention to renew our partnership with [Recipient Company]. Our collaboration over the past [duration] has been incredibly fruitful, and we believe that extending our partnership will benefit both parties further.

We appreciate the successes we have shared and are eager to discuss how we can continue to work together effectively. We propose to schedule a meeting at your earliest convenience to discuss the terms of the renewal and any new ideas or objectives we might consider for our partnership moving forward.

Thank you for your continued support and collaboration. We look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Name]
[Your Position]
[Your Company]
[Your Contact Information]