

# Contract Renewal Acceptance Letter

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Recipient Name]

[Recipient Position]

[Recipient Company]

[Recipient Company Address]

[Recipient City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that we accept the renewal of our existing contract, originally dated [Insert Original Contract Date]. After reviewing the terms proposed, we believe this renewal will continue to enhance our business relationship.

The new contract will commence on [Insert Start Date] and will run until [Insert End Date]. We confirm our agreement to the terms and conditions as discussed.

Thank you for your continued partnership. We look forward to working together for another term.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]