

Accounting Services Renewal Proposal

Date: [Insert Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We hope this message finds you well. As we approach the end of our current engagement, we would like to take this opportunity to propose the renewal of our accounting services.

Over the past year, we have strived to provide you with high-quality services, including:

- Monthly accounting and bookkeeping
- Tax preparation and filing
- Financial statement preparation
- Consultation on financial strategies

We are committed to continuing our partnership and ensuring your financial records are managed efficiently. For the upcoming year, we propose the following package:

- Service 1: [Details]
- Service 2: [Details]
- Service 3: [Details]

The total cost for this renewal proposal will be [Insert Amount]. We believe this investment will further enhance your financial standing and support your business goals.

Please feel free to reach out with any questions or to discuss this proposal further. We appreciate the opportunity to work with you and look forward to continuing our successful partnership.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]