

Accounting Service Agreement Renewal

Date: [Insert Date]

[Your Name]
[Your Company Name]
[Your Address]
[City, State, ZIP Code]

[Recipient Name]
[Recipient Company Name]
[Recipient Address]
[City, State, ZIP Code]

Dear [Recipient Name],

We are writing to formally renew our Accounting Service Agreement originally dated [Original Agreement Date]. As we approach the end of the current term, we would like to continue benefiting from your invaluable services.

We propose to renew the agreement under the same terms and conditions as specified in the original contract, with the term commencing on [New Start Date] and ending on [New End Date]. Please let us know if any adjustments or updates are necessary.

We appreciate the excellent service you have provided and look forward to continuing our partnership.

Thank you for your attention to this matter. Please confirm acceptance of this renewal by signing below.

Sincerely,
[Your Name]
[Your Title]
[Your Company Name]

Signature of [Recipient Name]
[Recipient Title], [Recipient Company Name]