

# Memorandum of Understanding Renewal

**Date:** [Insert Date]

**From:**

[NGO Name]  
[NGO Address]  
[City, State, Zip Code]

**To:**

[Partner Organization Name]  
[Partner Organization Address]  
[City, State, Zip Code]

Dear [Partner Organization Contact Name],

We are writing to formally renew the Memorandum of Understanding (MoU) established between [NGO Name] and [Partner Organization Name]. This partnership has significantly contributed to [briefly state the impact or purpose of the partnership].

The current MoU is set to expire on [Insert Expiration Date]. We propose to extend the terms for an additional [Insert Duration] under the same conditions as outlined in the original agreement.

We intend to continue our collaborative efforts in [briefly state areas of collaboration] and believe that this renewal will further our shared goals of [insert shared goals or objectives].

Please confirm your agreement to this renewal by signing and returning a copy of this letter by [Insert Deadline]. We look forward to the continued partnership.

Thank you for your commitment to our joint mission.

Sincerely,

[Your Name]  
[Your Title]  
[NGO Name]  
[Your Contact Information]

**Agreed and Accepted:**

[Partner Organization Name]  
By: \_\_\_\_\_  
Name: [Partner's Name]  
Title: [Partner's Title]  
Date: \_\_\_\_\_