

Partnership Renewal Request

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

Dear [Recipient Name],

I hope this message finds you well. As we approach the end of our current partnership agreement, I would like to take this opportunity to express our gratitude for the collaboration we have shared over the past year. Together, we have achieved significant milestones that have positively impacted our organizations and the community.

In light of our successful partnership, we would like to formally request the renewal of our partnership agreement for another term. We believe that continuing our collaboration will further enhance our capabilities and allow us to reach even greater heights.

We are keen to discuss potential areas of growth and improvement, ensuring that our partnership remains mutually beneficial. Please let us know a convenient time for you to meet and discuss the terms of the renewal.

Thank you for considering our request. We look forward to your positive response.

Warm regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]