

# Partnership Renewal Request

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We hope this message finds you well. As we approach the end of our current partnership agreement, we would like to formally request the renewal of our joint venture partnership.

Over the past [duration of the partnership], our collaboration has yielded significant benefits, including [briefly mention successful outcomes, achievements, or synergies]. We believe there is substantial potential for further growth and success as we continue to work together.

We propose to extend our partnership for an additional [duration] under similar terms and conditions, with the possibility of discussing any adjustments that would enhance our collaboration further.

We appreciate the trust and cooperation that we have built and are excited about the potential to achieve even greater milestones together. Kindly let us know a convenient time for us to discuss this renewal further.

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

Warm regards,

[Your Name]

[Your Title]

[Your Company]