

Energy Supply Contract Extension Inquiry

Date: [Insert Date]

To,

[Supplier's Name]

[Supplier's Address]

Dear [Supplier's Contact Person's Name],

We hope this message finds you well. We are reaching out to inquire about the possibility of extending our current energy supply contract, which is due to expire on [Contract Expiration Date].

As you are aware, our business has significantly benefited from your reliable energy supply services, and we are keen to explore options to continue our partnership. We would appreciate it if you could provide us with details regarding the terms and conditions for an extension.

Please let us know a suitable time for us to discuss this matter in more detail. We look forward to your prompt response.

Thank you for your attention to this inquiry.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Contact Information]