

Contract Renewal Confirmation

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are pleased to confirm the renewal of our contract for another year, effective [Start Date of New Term]. This renewal marks [number of years] years of our successful partnership.

Attached, please find the updated contract highlighting the terms and conditions for the upcoming year. We appreciate your continued trust in our services and look forward to working together on future projects.

If you have any questions or require further clarification, please do not hesitate to reach out.

Thank you for your continued partnership!

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]