

Supplier Agreement Continuation Proposal

Date: [Insert Date]

To: [Supplier Name]

From: [Your Company Name]

Subject: Proposal for Continuation of Supplier Agreement

Dear [Supplier Name],

We hope this message finds you well. As our current supplier agreement is nearing its expiration on [Insert Expiration Date], we want to take this opportunity to express our appreciation for the partnership we have built over the past years. Your exceptional service and reliable product quality have played a significant role in our mutual success.

In light of our positive collaboration, we would like to propose a continuation of our existing supplier agreement. We believe that a renewed partnership will not only benefit our companies but also enhance our capabilities to meet market demands effectively.

To facilitate this process, we propose the following terms for consideration:

- Duration of the agreement: [Insert Duration]
- Price adjustments: [Insert Details]
- Minimum order quantities: [Insert Details]
- Performance metrics: [Insert Details]

We are committed to working together to ensure that our collaboration continues to thrive. We would appreciate the opportunity to discuss this proposal in further detail and address any concerns you might have.

Please let us know a convenient time for you to meet, either in person or virtually. We look forward to your positive response and to continued mutual growth.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]