

Supplier Renewal Contract Proposal

Date: [Insert Date]

[Supplier's Name]

[Supplier's Address]

[City, State, Zip Code]

Dear [Supplier's Contact Name],

We hope this letter finds you well. As we approach the expiration of our current contract for services, we would like to discuss the renewal of our agreement.

Over the past [duration of the contract], we have greatly appreciated your support and the quality of service provided. In light of our ongoing needs and the productive relationship we have developed, we are keen to continue this partnership.

We propose the following terms for the renewal of our contract:

- Service Scope: [Detail the services to be continued]
- Contract Duration: [Specify duration]
- Pricing: [Outline pricing structure]
- Payment Terms: [Specify terms]

We believe that these adjustments will allow us to sustain and enhance our collaboration. We are open to any suggestions you may have and would love to schedule a meeting to further discuss this proposal.

Thank you for your attention to this matter. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]