

Technology Asset Loan Renewal Proposal

Date: [Insert Date]

To: [Recipient Name]

Title: [Recipient Title]

Company: [Recipient Company]

Address: [Recipient Address]

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose the renewal of our current technology asset loan agreement for the [specific assets]. As we approach the end of our existing terms on [insert renewal date], I would like to discuss the possibility of extending the loan for an additional period of [insert proposed duration].

Our experience with the [specific assets] has been exceedingly positive, allowing us to enhance our operational capabilities and better serve our clients. We believe that continuing access to these assets is crucial for maintaining our current performance levels.

We are committed to ensuring that the terms of the renewed agreement are mutually beneficial and in line with our previous discussions. Please find attached our proposal detailing the terms of the renewal, including usage statistics and our plans moving forward.

I would appreciate the opportunity to discuss this proposal with you at your earliest convenience. Please let me know a suitable time for us to meet or have a call.

Thank you for your attention, and I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Email]

[Your Phone Number]