

Contract Renegotiation Notice

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Subject: Notice of Contract Renegotiation

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally notify you of our intention to renegotiate the terms of the existing contract dated [Insert Contract Date], regarding [Insert Subject of the Contract].

Given the [reason for renegotiation, e.g., changes in market conditions, performance outcomes, or mutual interests], we believe it is in our mutual best interest to revisit certain aspects of our agreement.

We propose to schedule a meeting on [Insert Proposed Date] to discuss this further. Please let us know your availability, and we will do our best to accommodate.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]