

Renewal of Intellectual Property License

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We hope this letter finds you well. We are writing to formally request the renewal of our Intellectual Property License originally granted on [Original License Date]. The license covers [Brief Description of the Intellectual Property] and is set to expire on [Expiration Date].

We have greatly benefited from the use of this intellectual property and wish to continue our partnership. To this end, we propose to renew the license under the same terms and conditions as before. If needed, we are open to discussing any adjustments that may be necessary.

Please let us know if you require any additional information or documentation to facilitate this renewal process. We look forward to your positive response and continuing our collaboration.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position]

[Your Company Name]