

# Agreement Renewal for Invoice Payments

Date: [Insert Date]

[Recipient's Name]  
[Recipient's Title]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally renew our agreement regarding the invoice payments outlined in our previous contract dated [Insert Original Contract Date]. We appreciate the successful partnership we have built and are excited to continue this collaboration.

As per our discussion, we would like to renew the agreement under the following terms:

- **Agreement Duration:** [Insert Duration]
- **Invoice Payment Method:** [Insert Payment Method]
- **Payment Schedule:** [Insert Payment Schedule]

Please confirm your acceptance of these terms by signing below and returning a copy of this letter to us by [Insert Return Date].

Thank you for your continued partnership. We look forward to another successful year together.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company Name]  
[Your Company Address]  
[Your City, State, Zip Code]

Agreed and Accepted:

[Recipient's Signature] \_\_\_\_\_  
[Date] \_\_\_\_\_