

[Date]

[Client Name]
[Client Title]
[Company Name]
[Company Address]

Dear [Client Contact Name],

Subject: Exclusive Early Renewal Offer for Recruitment Services

We would like to thank you for choosing [Your Agency Name] as your recruitment partner over the past year. As your current agreement is set to expire on [Expiry Date], we are pleased to offer you an exclusive early renewal incentive.

By renewing your exclusive recruitment partnership before [Incentive Deadline Date], you will be eligible for the following benefits:

- **Reduced Placement Fees:** A [Percentage]% discount on all successful placements for the next 12 months.
- **Priority Sourcing:** Top-tier access to our premium candidate database before roles are advertised publicly.
- **Extended Guarantee Period:** A complimentary extension of our candidate replacement guarantee to [Number] days.
- **Dedicated Account Manager:** Continued 1-on-1 support from our senior talent acquisition team.

Our goal is to continue providing high-quality talent that aligns with your company culture and long-term objectives. Maintaining an exclusive partnership allows us to invest deeper resources into your specific hiring needs.

If you would like to accept this offer or discuss the updated terms, please let us know by [Date]. We will then send the updated agreement for your electronic signature.

We look forward to another successful year of building your team.

Best regards,

[Your Name]
[Your Title]
[Your Agency Name]
[Your Phone Number]
[Your Email Address]