

[Date]

[Employee Name]  
[Employee Address]  
[City, State, Zip Code]

Subject: Renewal of Seasonal Employment Contract

Dear [Employee Name],

We are pleased to offer you a renewal of your seasonal employment with [Company Name] for the upcoming [Season/Year] season.

The details of your renewed contract are as follows:

- **Position:** [Job Title]
- **Start Date:** [Date]
- **End Date:** [Date]
- **Wage/Salary:** [Amount] per [Hour/Month]
- **Reporting Manager:** [Manager Name]

Your duties and responsibilities will remain consistent with your previous term, unless otherwise discussed. This employment is seasonal in nature and will automatically terminate on the end date specified above, unless extended in writing.

Please review the attached updated contract. If you accept this offer, please sign and return a copy to the Human Resources department by [Deadline Date].

We look forward to having you back on our team.

Sincerely,

[Your Name]  
[Your Title]  
[Company Name]

**Acceptance:**

I, [Employee Name], accept the renewal of my seasonal employment under the terms described above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_