

[Date]

[Contact Name]

[Staffing Agency Name]

[Address Line 1]

[Address Line 2]

RE: Acknowledgment of Master Contract Renewal - [Contract Number/Reference]

Dear [Contact Name],

This letter serves as formal acknowledgment and acceptance of the renewal of the Master Staffing Services Agreement between [Your Company Name] and [Staffing Agency Name].

As per the terms outlined in the original agreement dated [Original Start Date], the contract shall be extended for an additional period of [Duration, e.g., one year], commencing on [Renewal Start Date] and expiring on [New Expiration Date].

We confirm that all existing terms, conditions, and fee structures remains in full force and effect during this renewal period [unless otherwise specified in attached Amendment No. X].

We look forward to continuing our professional relationship. Please sign and return a copy of this acknowledgment for our records.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Your Company Name]

Acknowledged and Agreed by [Staffing Agency Name]:

Signature: _____

Name: _____

Title: _____

Date: _____