

Current Date: [Insert Date]

[Vendor Name]

[Vendor Address]

[City, State, Zip Code]

Subject: Renewal of Pest Control Services Contract - [Property/Account Name]

Dear [Contact Person Name],

This letter serves as formal notification that [Company Name] wishes to renew the contract for pest control services at [Property Address/Location].

We would like to extend our current agreement for an additional period of [Number] year(s), effective from [Start Date] to [End Date].

It is our understanding that the terms, conditions, and pricing will remain as follows:

- Service Frequency: [e.g., Monthly/Quarterly]
- Annual/Monthly Rate: [Insert Amount]
- Scope of Work: [Mention any specific pests or areas covered]

Please review the attached renewal agreement. If the terms are acceptable, please sign and return a copy to our office by [Deadline Date].

We look forward to continuing our professional relationship with your team.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Phone Number]