

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Pest Control Company Name]
[Contact Person Name]
[Address]
[City, State, Zip Code]

Re: Renegotiation of Annual Service Agreement - Account #[Account Number]

Dear [Contact Person Name],

We are writing to discuss the renewal of our annual pest control agreement for the upcoming year. As we review our current facility needs and budget, we would like to propose a renegotiation of the existing service scope.

Specifically, we are looking to adjust the following areas:

- **Service Frequency:** [e.g., Change from monthly to quarterly visits]
- **Targeted Pests:** [e.g., Removal of seasonal treatments no longer required]
- **Coverage Area:** [e.g., Exclusion of specific storage units or outbuildings]
- **Pricing Structure:** [e.g., Request for a volume discount or fixed annual rate]

Our goal is to maintain a high standard of pest management while ensuring the agreement aligns with our current operational requirements. We value the relationship we have built with your team and would prefer to continue our partnership under these updated terms.

Please let us know your availability for a brief meeting or call to discuss these adjustments and reach a new agreement. We look forward to receiving a revised proposal by [Date].

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title]