

[Current Date]

[Recipient Name]

[Recipient Agency/Company]

[Recipient Address]

[City, State, Zip Code]

Subject: Annual Renewal of Real Estate Referral Agreement

Dear [Recipient Name],

This letter serves as a formal notice to renew our existing Real Estate Referral Agreement for another year. Our current agreement is scheduled to expire on [Current Expiration Date].

We have valued our professional partnership over the past year and look forward to continuing our collaboration. By signing this renewal, both parties agree that all terms and conditions outlined in the original agreement dated [Original Start Date] will remain in full force and effect until [New Expiration Date].

Please review the details below. If the terms remain acceptable, please sign and return a copy of this letter for our records.

Agreement Terms:

- **Renewal Period:** [Start Date] to [End Date]
- **Referral Fee:** [Percentage/Amount as per original agreement]
- **Terms:** Per original signed contract

If you have any questions or wish to discuss updates to the agreement, please contact me directly at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Company Name]

Acknowledgment and Acceptance:

I hereby agree to the renewal of the Real Estate Referral Agreement as stated above.

Signature: _____ Date: _____

Printed Name: _____