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Renewal of employment contract letter template

Respected Sir,This to notify that I was hired as a Science Teacher (Subject name) for a period of one year (Time period) which is ending in the coming week. During my contract, I tried my best to fulfill all the academic requirements and my performance report has already been forwarded to you.Please do let me know if you still need my services at this position as I need to decide for my future career either with you or somewhere else. In case if you want to retain me further, please renew my contract accordingly and as stated in the terms& condition section of the contract, I may also be eligible for a salary increase.Thanks indeed for your trust.Best Regards,Your name...Job Designation...Contact no. and Signature...The HR/Director/CEO, (Job Designation)Sub: Request Letter for Renew of ContractRespected Sir,Kindly refer to my appointment letter which is attached herewith.It is submitted that I was appointed as Assistant Sub Inspector (Job designation) in the department for two years (Time period) ago on a contract basis. My contractual period is going to be expired on next month. As my annual credential reports depict excellent performance for this duration of two years and now I request you to please extend my contract period of job for the next five years (Time period).This act of kindness by your good office shall be highly praised by my whole family.Yours Obediently,Your name...Job Designation...Contact no. and Signature...The continue working letter of intent is when an employment contract is about to expire and the employee or employer would like to renew the business relationship. In most cases, it is the employee that is writing the letter, as he or she is requesting a continuance from the employer. The employer will usually approach the employee with a new agreement or some type of renewal contract. What is a Continue Working Letter of Intent? A continue working letter of intent is a document that enables an individual to express their intentions to extend a business relationship. As it is usually the employee and not the employer that issues this type of letter, it is common that they plead their case for why the business would benefit from their contract extension/renewal. They can provide a concise description of their chief accomplishments with the company, providing a viable argument for how their employment has been a benefit to the employer. They may also use the letter of intent to remind the reader of their qualifications (e.g., degrees, previous work experience). A well-formatted and clear letter of intent can reopen a conversation regarding the employee-employer relationship while serving as formal evidence of a party's desire to maintain it. Continue Working Letter of Intent - Sample INTENT TO CONTINUE WORKING Michael Bolton 120 Allen Ave Los Angeles, CA 91201 Date: May 3, 2018 Bill Lumbergh 99 Rockaway Blvd Los Angeles, CA 90039 To Whom This May Concern, I, Michael, give my formal request to renew my employment agreement that ends on June 30, 2018. My time working with Initech has been a truly great experience and thankful for the opportunity. For these reasons, I humbly ask for you to renew my contract for an additional 3 years. I believe my continued role in the organization can significantly help grow this business. With every passing day, I feel molded into my position through the extensive training and knowledge I have received. Thank you for the chance to be part of this amazing company and wish for its continued success. If there is any help or assistance you should need, even if my agreement is not renewed, I will be of service whenever necessary. Sincerely, Michael Bolton Step 1 - Download in Adobe PDF, Microsoft Word (.docx), or Open Document Text (.odt). Step 2 - Jobs & Education-Jobs in Kenya No Comments Below is a sample Contract Renewal Letter for you General ManagerGlow Company Private LimitedKenya 6th September 2020 SUBJECT: CONTRACT RENEWAL REQUEST I am John Doe, working at your company in the Financial Department. I was employed in this organisation two years back, September 2010 My work contract is due to expire this October 2020. I am writing to request you to kindly renew the working contract and update me about my extended employment status. I have been linked to Glow Company Private Limited for more than 2 years now. Am well conversant with the financial problems and their immediate solutions. I have developed fairly good skills working at the position of a financial executive. As an employee at your company, I respect my employment position and I therefore request you for the renewal of my working contract. I hope that you understand that I would need to know your response of the renewal before my contract expiring date. I would be grateful to you if you extend my employment and working contract, at your earliest convenience so that I may have enough time to submit my files and documents. Thanks a lot for your time and consideration. Sincerely, John DoeFinancial Executive Sample Employee Contract Renewal Letter or Template[A contract renewal letter is written to acknowledge the other party that their legal agreement is going to expire on a particular day. Here briefly describe on Sample Contract Renewal Letter or Template. The purpose of the letter is to renew the contract to a future date. You need to modify this sample according to your needs.]Date: DD/MM/YYName of the employee...Job Designation...Department Name...Sub: Contract Renewal Dear (name),We invite a reference to our earlier letter No. (****) dated (DD/MM/YY). (Describe in your words).Your contract is extended for a period of (Month) from (Month) (PERIOD) to (****), with effect from (DATE). (Describe all about terms and condition).All the other terms and conditions of the letter dated (DATE) referred to above would remain the same.Thanking you,Yours Faithfully,Signature...Name...Designation...Another format, Date: DD/MM/YYName of the employee...Job Designation...Department Name...Subject: Employment Contract RenewalThis letter is regarding your employment contract ending on (date). (Describe in your words).After careful consideration of your past performance, we have decided to renew your contract and hope you continue to perform like this in the near future. (Describe all about the situation).You have been working in this particular organization for the past (**) years. In this span of time, you have proved that you are a valuable asset to the company. (Describe all about terms and condition).We wish you the best of luck for your future here and hope we get a response from your side soon. (Cordially describe your greetings and requirements).Warm regards,[Your Name]Job Designation...Department name... 3 examples of Sample Job contract renewal letter template in word doc and pdf format for free download. Extract : The above referenced contract is scheduled to expire on _____. Per the terms of the Contract, this Contract is eligible to be renewed for an additional _____ month term. Please complete the Survey (Section 1, below) evaluating the Contractor’s performance during the past Contract Term. If answering “No” to any question, please provide a brief explanation. Per Section 2, please indicate whether or not you wish to renew this contract. Download doc Download pdf Download pdf Tags : job contract renewal letter sample, job contract renewal request letter, job contract renewal letter sample doc, job contract renewal letter format, job contract renewal letter template, application for job contract renewal, employment contract renewal and salary increment, employment contract renewal acceptance letter, employment contract renewal agreement, employment contract renewal application letter, employment contract extension agreement, request for job contract renewal , how to write a job contract renewal letter, sample of job contract renewal letter, letter for job contract renewal, employment contract renewal clause, employment contract extension clause, contract renewal coordinator job description, contract renewal specialist job description, employment contract renewal sample doc, contract renewal job description, contract renewal manager job description, employment contract renewal evaluation, employment contract renewal letter example, employment contract renewal form, employment contract renewal format, employment contract renewal letter sample, employment contract renewal negotiation, job contract non renewal letter sample, employment contract renewal notice, job contract non renewal letter, renewal of job contract letter, sample of employment contract renewal letter, sample of employment contract renewal, employment contract renewal policy, employment contract renewal letter pdf, employment contract extension request letter sample, employment contract extension sample letter, employment contract renewal sample, employee contract renewal sample, employee contract renewal letter template, letter to accept job contract renewal, Legal communication is essential to individuals and companies to ensure truthful, accurate information exchange and enable morally-correct decision making. This is important to give consideration on how to communicate and how to remain lawful in your day-to-day business activities. Therefore, communication in situations that involve legal complications, request extra attention. Using our easy-to-modify Employment Contract Renewal Application Letter helps to make a perfect document for any kind of personalized legal matter.Legal professionals are in need of templates more than any other industry. Our trustworthy legal templates are all drafted and screened by legal professionals that have experience in special law-related fields and are actively involved in legal issues around the topic. This Employment Contract Renewal Application Letter template covers the most important subjects and will help you to structure and communicate in a professional and legal way with those involved. Download this professional legal Employment Contract Renewal Application Letter template now and save yourself time, efforts and possibly reduce the lawyer-fees in order to become more successful.Using our legal templates will help you to deal with the situation! However, this Legal template will help you dealing with this legal matter, we still recommend you to consider to find legal support in case you have doubts dealing with it the right way. GEORGIA STATE PROPERTIES COMMISSION CONTRACT RENEWAL LETTER Agency and Division Landlord and Address Date: Lease Number: Ladies or Gentlemen: The Rental Agreement, dated , by and between the , and , for use by/division, of square feet of space located at , will expire on , 200.. Also interested in other Legal templates? AllBusinessTemplates is the #1 source for Legal templates! Just search on our website and have instant access to thousands of free and premium legal agreements, contract, documents, forms, letters, etc used on a daily basis by professionals in your industry. For example Real estate forms, Employment forms, General release bank account, Power of attorney, Joint Venture Agreement, Letter of intent, Last will & testament, Secrecy Agreement, Articles of Incorporation of Company, Agreement with Accountant, Purchase contract, Agreement for permission to sublet and much more. All business templates are easy to find, crafted by professionals, ready to use, easy to customize and intuitive. Pay close attention to the available legal template by browsing through the list. Take the time to review and choose the variety of legal templates to suits your needs. non renewal of employment contract letter template

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