

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Renewal of [Service/Product] at Discounted Rate

I hope this letter finds you well. I am writing to discuss the renewal of my [service/product] subscription, which is due to expire on [expiration date].

As a loyal customer, I have greatly appreciated the value of [specific benefits or features of the service/product]. Therefore, I would like to inquire about any available discounts or special offers for renewing my subscription.

I am particularly interested in the possibility of continuing my subscription at a discounted rate, similar to previous renewal offers. Thank you for your attention to this matter. I look forward to your prompt response regarding the renewal options available.

Sincerely,  
[Your Name]