

Request for Franchise Renewal

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

[Franchisor's Name]
[Franchisor's Title]
[Franchisor's Company Name]
[Franchisor's Address]
[City, State, Zip Code]

Dear [Franchisor's Name],

I am writing to formally request the renewal of the franchise agreement for [Your Franchise Name] located at [Franchise Location]. Our current agreement is set to expire on [Expiration Date], and I wish to continue representing [Franchisor's Company Name].

Over the past [duration], we have seen significant growth and success in the franchise, thanks to the support and resources provided by your esteemed company. We are committed to upholding the standards of the brand and further enhancing our performance.

Please let me know the next steps in the renewal process and any documentation you require. I look forward to your positive response.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Title]