

# Franchise Compliance Notification

Date: [Insert Date]

To: [Franchisee's Name]

[Franchisee's Address]

Dear [Franchisee's Name],

Subject: Franchise Compliance Notification

We hope this message finds you well. As part of our ongoing commitment to maintaining the integrity and standards of our franchise, we conduct regular compliance reviews.

During our latest assessment, we noted the following areas that require your immediate attention:

- [Specify Compliance Issue 1]
- [Specify Compliance Issue 2]
- [Specify Compliance Issue 3]

We kindly ask that you address these issues by [insert deadline]. Please provide us with an action plan outlining how you intend to rectify these concerns.

Failure to comply may result in further actions as outlined in the franchise agreement.

Thank you for your attention to this matter. If you have any questions, please do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Title]

[Franchisor's Company]

[Contact Information]