

Franchisee Exit Meeting Scheduled

Dear [Franchisee Name],

We hope this message finds you well. We would like to formally schedule your Exit Meeting regarding your franchise agreement with [Franchise Brand Name]. This meeting will serve as an opportunity to discuss the exit process and address any questions you may have.

Meeting Details:

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location or specify if it will be a virtual meeting with link]

Please let us know if the proposed schedule works for you or if there are alternative dates/times that would be more convenient.

We appreciate your cooperation and look forward to resolving the necessary steps with you.

Best regards,

[Your Name]

[Your Position]

[Franchise Brand Name]

[Contact Information]