

Franchise Renewal Intent Letter

Date: [Insert Date]

[Franchisor's Name]

[Franchisor's Address]

[City, State, ZIP Code]

Dear [Franchisor's Name],

I am writing to formally express my intent to renew my franchise agreement for [Franchise Name] at [Location Name] which is set to expire on [Expiration Date]. Over the years, I have successfully operated the franchise and have significantly contributed to the brand's growth in our community.

I believe that renewing my franchise will continue to provide mutual benefits, and I am excited about the opportunity to further enhance our business collaboration. I appreciate the support and resources provided by [Franchisor's Name] and look forward to the prospect of continuing our partnership.

Please let me know the necessary steps and requirements to facilitate the renewal process. I am eager to complete any paperwork or discussions needed to ensure a smooth transition into the next franchise term.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Franchise Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]