

Franchise Compliance Policy Update

Date: [Insert Date]

To: [Franchisee Name]

From: [Your Company Name]

Subject: Update to Franchise Compliance Policy

Dear [Franchisee Name],

We hope this message finds you well. As part of our ongoing commitment to maintaining the highest standards within our franchise system, we would like to inform you about an important update to our Compliance Policy.

The updated policy reflects our dedication to ensuring compliance with applicable laws and regulations, as well as our company standards. Please carefully review the key changes outlined below:

- Change 1: [Description of Change 1]
- Change 2: [Description of Change 2]
- Change 3: [Description of Change 3]

We kindly ask that you review the revised policy document attached and ensure your compliance by [Insert Compliance Date]. Your adherence to these updates is crucial in maintaining the integrity and success of our franchise.

If you have any questions or need further clarification regarding these changes, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your attention to this matter and for your continued partnership with [Your Company Name].

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Contact Information]