

Franchise Readiness Assessment

Date: [Insert Date]

To: [Franchise Applicant's Name]

Address: [Franchise Applicant's Address]

Dear [Franchise Applicant's Name],

We are pleased to inform you that your application for a Franchise Readiness Assessment has been received. This letter serves as a formal acknowledgment of your interest in becoming a franchisee of [Franchise Brand Name].

As part of our evaluation process, we will conduct a thorough assessment covering various aspects to determine your readiness for franchising. This includes:

- Business Experience and Background
- Financial Capability
- Understanding of the Franchise Model
- Commitment to Franchise Standards
- Market Knowledge

Please provide the following documents by [Insert Deadline]:

1. Completed Franchise Application Form
2. Resume or CV
3. Financial Statements
4. Business Plan (if applicable)

Once we receive your documents, we will schedule a meeting to discuss your assessment in detail. We appreciate your interest in partnering with us and look forward to working together.

If you have any questions, please do not hesitate to contact us at [Contact Information].

Thank you.

Sincerely,

[Your Name]

[Your Position]

[Franchise Brand Name]

[Contact Information]