

Franchisee Equipment Performance Review

Date: [Insert Date]

To: [Franchisee Name]

[Franchisee Address]

Dear [Franchisee Name],

We hope this message finds you well. As part of our commitment to maintaining high standards across all franchises, we are conducting an Equipment Performance Review for your location.

This review will assess the following equipment:

- [Equipment 1]
- [Equipment 2]
- [Equipment 3]

Please be prepared to provide information regarding the following:

1. Operational Efficiency
2. Maintenance Records
3. Any Issues Encountered

We value your partnership and are here to support you in maximizing your equipment performance. Please confirm your availability for the review by [Insert Date].

Thank you for your attention to this matter. We look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]