

# Franchise Exit Strategy Details

Date: [Insert Date]

To: [Franchisee Name]

From: [Franchisor Name]

Subject: Franchise Exit Strategy

Dear [Franchisee Name],

As part of our ongoing commitment to support your business journey, we would like to outline the steps for your franchise exit strategy. This document serves to ensure a smooth transition should you decide to exit the franchise business.

## 1. Evaluation of Exit Reasons

We encourage you to evaluate the reasons behind your decision to exit, which may include retirement, personal circumstances, or business performance.

## 2. Assessment of Business Value

We will assist you in assessing the current value of your franchise, taking into account assets, liabilities, and market conditions.

## 3. Exit Timeline

Please provide us with a timeline for your exit to facilitate planning efforts, ideally during the next [Insert Time Frame].

## 4. Transition Support

We are committed to providing support through the transition process, including training potential buyers and ensuring compliance with franchise policies.

## 5. Agreement Review

We will need to review your franchise agreement to address any specific obligations and responsibilities related to your exit.

## 6. Final Reporting

Upon completion of the exit process, we require a final report covering any outstanding items and final financial records.

We wish you the best in this phase of your business journey and are here to support you in every step of the exit process.

Sincerely,

[Your Name]

[Your Position]

[Franchisor Name]

[Contact Information]