

# Franchise Exit Negotiation Outline

Date: [Insert Date]

To: [Franchise Owner's Name]

From: [Your Name]

Subject: Proposal for Franchise Exit Negotiation

## I. Introduction

Briefly state the purpose of the letter and outline the intent to negotiate the exit.

## II. Current Situation

Summarize the current state of the franchise operations and any relevant performance metrics.

## III. Reasons for Exit

Detail the reasons prompting the negotiation for exit, including personal and business factors.

## IV. Proposed Terms of Exit

Outline the proposed terms for the exit, including any financial considerations, timelines, and responsibilities.

## V. Next Steps

Suggest a plan for moving forward with the negotiations, including any necessary meetings or communications.

## VI. Conclusion

Reiterate the openness to discussion and the importance of a mutually beneficial agreement.

Thank you for considering this proposal. I look forward to your response.

Sincerely,

[Your Name]

[Your Contact Information]