

Franchisee Payment Structure Review

Date: [Insert Date]

To: [Franchisee Name]

From: [Your Name]

Subject: Review of Payment Structure

Dear [Franchisee Name],

We hope this message finds you well. As part of our ongoing commitment to support our franchisees, we conduct regular reviews of the payment structures in place to ensure they align with our mutual goals and market dynamics.

We would like to schedule a meeting to discuss the current payment structure and explore potential adjustments that may enhance your operational efficiency and profitability. The review will cover the following key areas:

- Royalty Fees
- Marketing Contributions
- Discount Structures
- Performance Incentives

Please let us know your availability for a meeting within the next two weeks. We appreciate your partnership and are eager to work together to ensure the continued success of your franchise.

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

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Contact Information]