

Franchisee Performance Evaluation

Date: [Insert Date]

To: [Franchisee Name]

Address: [Franchisee Address]

Dear [Franchisee Name],

We have conducted a performance evaluation of your franchise for the period of [Insert Evaluation Period]. Below are the key performance indicators and overall assessment:

Key Performance Indicators

- **Sales Performance:** [Insert Sales Data]
- **Customer Satisfaction:** [Insert Satisfaction Rating]
- **Compliance with Brand Standards:** [Insert Compliance Status]
- **Staff Training and Development:** [Insert Training Evaluation]

Overall Assessment

[Insert Overall Assessment and Comments]

Recommendations

[Insert Recommendations for Improvement]

Please feel free to reach out to us if you have any questions or would like to discuss this evaluation further.

Thank you for your dedication and hard work.

Sincerely,

[Your Name]

[Your Position]

[Company Name]