

Franchise Business Arrangement Scrutiny

Date: [Insert Date]

To,

[Franchisee Name]
[Franchisee Address]
[City, State, Zip Code]

Dear [Franchisee Name],

Subject: Franchise Business Arrangement Scrutiny

We are conducting a thorough review of our franchise operations to ensure compliance with our business standards and protocols. As part of this scrutiny process, we request your cooperation in providing the necessary documentation and information regarding the following aspects of your franchise business:

- Sales Reports from the past [insert time period]
- Inventory Management Records
- Marketing and Advertising Expenditures
- Employee Training Programs Documentation
- Customer Feedback and Satisfaction Reports

Please submit these documents by [Insert Deadline Date]. Should you have any questions or require assistance during this process, do not hesitate to reach out to us at [Insert Contact Information].

Thank you for your attention and cooperation.

Sincerely,

[Your Name]
[Your Position]
[Company Name]
[Company Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]