

Franchisee Divestment Plan

Date: [Insert Date]

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

Dear [Franchisee Name],

Subject: Franchisee Divestment Plan Notification

We are writing to formally outline the divestment plan for your franchise operation. As part of our business strategy, we are making necessary adjustments to our franchise model to enhance overall performance and efficiency.

As per our discussions, the divestment process will include the following steps:

1. Assessment of current operations and financials.
2. Identification of potential buyers.
3. Timeline for divestment, with clear milestones.
4. Support and guidance during the transition period.

We believe this plan will facilitate a smooth transition and ensure the continued success of the brand. Please find enclosed additional documents detailing the next steps and key contacts for queries.

We appreciate your understanding and cooperation during this transition period. Should you have any questions or need further assistance, do not hesitate to reach out.

Sincerely,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]