

Franchisee Resignation Acknowledgment Receipt

Date: [Insert Date]

To: [Franchisee Name]

[Franchisee Address]

Dear [Franchisee Name],

This letter serves as an acknowledgment of the receipt of your resignation from the franchise agreement dated [Insert Agreement Date]. We confirm that we have received your notice dated [Insert Notice Date].

Your contributions to our franchise have been greatly appreciated, and we respect your decision to resign.

As per the terms outlined in our agreement, please ensure the following items are addressed:

- Final inventory and asset return
- Settling any outstanding financial obligations
- Completion of necessary paperwork

If you have any questions or require further assistance, please do not hesitate to contact us.

Thank you for your time with us, and we wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[Contact Information]