

Franchisee Resignation Confirmation

Date: [Insert Date]

[Franchisee's Name]

[Franchisee's Address]

[City, State, Zip Code]

Dear [Franchisee's Name],

We acknowledge receipt of your resignation submitted on [Insert Resignation Date] from your franchisee position at [Franchise Name]. This letter serves as confirmation of your resignation.

We appreciate your contributions to [Franchise Name] during your tenure and wish you all the best in your future endeavors.

Please ensure that all outstanding obligations are settled before your departure. If you have any questions, feel free to reach out.

Thank you for your service.

Sincerely,

[Your Name]

[Your Position]

[Franchise Company Name]

[Contact Information]