

# Resignation Notification

Date: [Insert Date]

[Franchisor's Name]

[Franchisor's Address]

[City, State, Zip Code]

Dear [Franchisor's Name],

I am writing to formally notify you of my resignation as a franchisee of [Franchise Name], effective [Last Working Day, typically 30 days from the date above].

This decision was not easy, as I have greatly valued the opportunities and support provided by [Franchisor's Company]. However, due to [mention reason briefly, if comfortable], I believe it is in my best interest to step away from my franchise responsibilities.

I assure you that I will do my utmost to ensure a smooth transition during the notice period. Please let me know how I can assist in this process.

Thank you for your understanding and support. I hope to maintain a positive relationship moving forward.

Sincerely,

[Your Name]

[Your Franchise Location]

[Your Contact Information]