

Franchisee Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Franchisor's Name]

[Franchisor's Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Franchisor's Name],

I am writing to formally resign from my position as a franchisee of [Franchise Name] effective [Last Working Day, e.g., "30th November 2023"]. This decision was not made lightly, and I ensure that I will adhere to the terms of our franchise agreement during the transition.

I am committed to supporting the handover process and will work diligently to ensure a smooth transition for both my customers and the franchisor. Please let me know how I can assist during this time.

Thank you for the opportunity to be part of [Franchise Name]. I have appreciated the support and guidance provided throughout my tenure.

Sincerely,

[Your Name]