

Franchisee Resignation Recognition

Date: [Insert Date]

To: [Franchisee Name]

Franchise Location: [Franchise Location]

Dear [Franchisee Name],

We acknowledge receipt of your resignation as a franchisee of [Franchise Brand Name] effective [Last Working Day]. We want to take this opportunity to express our gratitude for your dedication and commitment during the time you were with us.

Your contributions helped shape our brand, and we appreciate the positive impact you made within the community. We wish you the best in your future endeavors and hope you find success in all your pursuits.

Should you need any assistance during your transition, please do not hesitate to reach out.

Thank you once again for your service.

Sincerely,

[Your Name]

[Your Position]

[Franchise Brand Name]

[Contact Information]