

Franchise Compliance Review Request

Date: [Insert Date]

[Franchisee's Name]

[Franchisee's Address]

[City, State, Zip Code]

Dear [Franchisee's Name],

We hope this message finds you well. As part of our ongoing commitment to ensuring compliance with our franchise standards, we would like to conduct a Franchise Compliance Review at your location.

The review will focus on the following areas:

- Adherence to brand standards
- Operational procedures
- Financial reporting accuracy
- Customer service practices

Please confirm your availability for the review during the week of [Insert Dates]. We believe this review will be beneficial for both parties as we strive for excellence in our operations.

Thank you for your cooperation. We look forward to your prompt response.

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]