

Franchise Business Agreement Renewal Plan

Date: [Insert Date]

[Franchisee's Name]

[Franchisee's Address]

[City, State, Zip Code]

Dear [Franchisee's Name],

We are pleased to inform you that your current Franchise Agreement is approaching its renewal date. As part of our commitment to your success, we would like to discuss the renewal plan and any adjustments that may be necessary.

Proposed Terms for Renewal:

- Renewal Duration: [Insert Duration]
- Franchise Fees: [Insert Fee Structure]
- Territory: [Insert Territory Details]
- Additional Support Services: [Insert Details]

We would appreciate the opportunity to meet with you to discuss the renewal process further and address any questions or concerns you might have.

Please let us know your availability for a meeting within the next two weeks. We look forward to continuing our partnership and supporting your business growth.

Sincerely,

[Your Name]

[Your Title]

[Franchisor Company Name]

[Franchisor Company Address]

[City, State, Zip Code]