

# Franchise Agreement Termination Notification

Date: [Insert Date]

[Franchisee Name]

[Franchisee Address]

[City, State, Zip Code]

Dear [Franchisee Name],

We are writing to formally notify you regarding the termination of your Franchise Agreement, dated [Insert Franchise Agreement Date]. As per the terms outlined in Section [Insert Section Number] of the agreement, we will not be renewing your franchise for the upcoming term.

Your Franchise Agreement will terminate effective [Insert Termination Date]. We appreciate your contributions to our brand during your time as a franchisee and wish you success in your future endeavors.

Please ensure that all final reports and any other obligations as outlined in the Franchise Agreement are completed prior to the termination date.

If you have any questions or require further clarification, please do not hesitate to reach out.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Contact Information]