

# Franchise Termination Acknowledgment

Date: [Insert Date]

[Franchisee Name]

[Franchisee Address]

[City, State, Zip Code]

Dear [Franchisee Name],

This letter serves as a formal acknowledgment of the termination of the Franchise Agreement dated [Insert Agreement Date] between [Franchisor Name] and [Franchisee Name].

As of [Insert Termination Date], the rights and obligations under the Franchise Agreement will be terminated. We appreciate your contributions to the brand and wish you success in your future endeavors.

Please ensure that all proprietary materials and assets belonging to [Franchisor Name] are returned to our office by [Insert Return Date].

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

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Franchisor Name]

[Contact Information]