**Letter of Intent to Franchise**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**[*Franchise Manager’s Name*]**

[*Franchise Company Name*]

[*Company’s Street Address*]

[*City, ZIP Code*]

Dear [*Franchise Manager’s Name*],

I, [*YOUR NAME*], as the official representative of the company, [*YOUR COMPANY*], wish to formally declare my/our intention to pursue a franchise with [*FRANCHISE NAME*].

I/We have done our research on [*FRANCHISE NAME*] and I/we are committed to make it succeed in [*PROPOSED LOCATION*] with details below:

Location: [*PROPERTY NAME & ADDRESS*]

Size: consisting of approximately [*LOT SIZE*]

Other Details: [*LANDMARKS, FOOT TRAFFIC, ETC*]

I/We believe that we can be successful in this location due to [*REASONS FOR SUCCESS IN PROPOSED LOCATION*].

I/We would be happy to discuss further details at a time that is convenient for you. You can reach me at [*YOUR* *PHONE NUMBER*] or through e-mail at [*YOUR E-MAIL*].

Sincerely,

[*Signature Over Printed* *Name*]

[*POSITION*]

[*Address*]