

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Return address:
Name
Address Line 1
Address Line 2
City, State Zip Code

Date

Name
Company
Address Line
City, State Zip Code

Re: Franchise Proposal

Dear :

It has come to my attention that there is not a Big Burger Fast Food Restaurant in the location of {address}. I am proposing that we open a Big Burger Fast Food Restaurant in this location. I have researched the area. My data indicates that it would be a prosperous investment to open a franchise in this location.

Please contact me if you are interested in this proposal.

Sincerely,

N A M E