[Date]

[Recipient Name]
[Title]
[Regulatory Body/Government Agency Name]
[Address Line 1]
[Address Line 2]

RE: Notice of Compliance and Filing of Master Franchise Disclosure Documents

Dear [Contact Name/Department],

On behalf of [Master Franchisor Company Name], we are submitting this letter to formally confirm our compliance with the franchise disclosure requirements as mandated by [Name of Specific Act/Regulation] in the jurisdiction of [State/Province/Country].

We certify that the enclosed Master Franchise Disclosure Document (MFDD) contains all material facts regarding the franchise system, the master franchisor's financial standing, and the terms of the Master Franchise Agreement. This disclosure has been updated as of [Date of Last Update] to reflect the current fiscal year.

Accompanying this letter are the following required documents:

- Completed Disclosure Document (MFDD)
- Audited Financial Statements for the period ending [Date]
- List of current sub-franchisees and territory developers
- Prescribed filing fees in the amount of [Amount]

We further certify that all information provided is accurate and that no material changes have occurred since the date of the last filing that would affect the validity of these disclosures. Should you require any further documentation or clarification, please contact our compliance officer, [Name], at [Phone Number] or [Email Address].

Sincerely,

[Signature]
[Printed Name]
[Title/Position]
[Master Franchisor Company Name]