

Date: _____

To

Mr./Ms. _____

Sub: Relieving from your employment

Dear _____

You worked at _____ (“Company”) from _____ to _____ for _____ monts/years (“Term”). Pursuant to your cessation of employment with the Company from _____, the Employment Agreement dated _____ (“Employment Agreement”) also stands terminated.

We would also like to take this opportunity to remind you that, notwithstanding the termination of your employment with the Company, certain of your obligations under your Employment Agreement will continue. These obligations include, but may not be limited to the following obligations –

1. All developments made and works created by you during the Term of your employment with the Company is the exclusive proprietary property of the Company that any and all copyright and other proprietary interest therein shall belong to Company.
2. You shall not divulge the Confidential Information of the Company to any third party.
3. You shall not give any statement, Complaint or send write-ups or post anything regarding the Company in any form of media and government department.

You have received your full and final settlement; you have returned the properties/Tools of the Company and have completed all formalities with respect to your cessation of employment with the Company.

You have received your full and final salary and there are no any dues on company.

If you have any questions concerning the information contained in this letter, please contact directly to under sign.

We wish you all the best for your future endeavors.

Yours sincerely,

Signed and delivered by:
Signed on behalf of the Company by:

Signed and received by the Employee:

Witnesses:

1. _____
2. _____