

# Business Contracts



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## <<Company>> NOTICE OF CORRECTIVE ACTION

<<CurrentDate>>

To: <<ContractFirstName>> <<ContractLastName>>, <<ContractJobTitle>>

Re: Notice of Corrective Action

This notice is to inform you of the corrective action that must take place in order to remain employed with <<Company>>.

### Reason for Corrective Action:

Absenteeism                       Tardiness                       Insubordination

Policy / Procedure Violation     Behavioral

Other (Explanation) \_\_\_\_\_

### Description of the problem and

# DEMO CONTRACT

This demo contract has been truncated to only show part of the first page. The complete editable version of this document is available in the Contract Pack template collections <http://www.proposalkit.com/htm/legal-contract-templates/human-resources-templates/employee-notice-of-corrective-action.htm>

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# S A M P L E

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