

Business Contracts



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<<Company>>

Employee Promotion Authorization Request

<<CurrentDate>>

Employee: <<ContractFirstName>> <<ContractLastName>>

Current Title: <<ContractJobTitle>>

Current Department: <<Department>>

Current Supervisor: <<Supervisor>>

New Title: << Insert the New Job Title >>

New Department: << Insert the New Department >>

New Supervisor: << Insert the New Supervisor Name >>

Effective Start Date: <<StartDate>>

Effective Date(s) **Current Salary:** << Insert the Employee's Current Salary >>

Proposed Salary: << Insert the Employee's New Salary >>

Instructions: *Supervisor must complete the following form and file it with the Human Resources Department. All Employee Promotion Authorization Requests must have an attached job description.*

DEMO CONTRACT

This demo contract has been truncated to only show part of the first page. The complete 2 page editable version of this document is available in the Contract Pack template collections <http://www.proposalkit.com/html/legal-contract-templates/human-resources-templates/employee-job-promotion-authorization-form-template.htm>

Once you purchase, download and install a retail Contract Pack that includes this contract, the complete version of this contract will be inserted into your project.



S A M P L E

This sample has been truncated to only show a portion of the content. The complete editable version of this document is included with Proposal Kit Professional and Contract Packs available at:

<http://www.proposalkit.com/htm/proposal-software-products.htm>