

Business Contracts



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<<COMPANY>> SUSPENSION NOTICE

<<CurrentDate>>

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

Re: Notice of Immediate Suspension

Dear <<ContractFirstName>> <<ContractLastName>>:

This is a notice by the Company that, effective <<CurrentDate>>, you are being placed on suspension from your position of employment. This action is being taken as a result of...

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S A M P L E

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