



PROPOSAL KIT SAMPLE

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Also see this article for proposal and contract writing best practices:



<https://www.proposalkit.com/htm/business-proposal-writing-tips.htm>

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RESIGNATION AGREEMENT

<<Company>> ("Employer") and <<ContractFirstName>> <<ContractLastName>> ("Employee") hereby agree to this Resignation Agreement, effective <<CurrentDate>>. As a reminder, the Employer's nondisclosure and non-distribution agreements are excerpted below.

Employee and Employer had an employment agreement from <<StartDate>> through <<EndDate>> and agree to the following terms and conditions:

Employee will not disclose or distribute in any format or forum any information about the Employer or its clients, vendors, owners, shareholders, employees, partners, officers, directors, board members, or Employer's affiliated companies that Employee knows to be confidential or considered to be a trade secret, patent, copyright, trademark, service mark, or trade name. This shall also include any information on projects or products invented or developed by Employee or Employer during the course of the employment with Employer.

Employee agrees not to make statements relating to employment or to this agreement that can be construed as libelous, slanderous, critical, or otherwise derogatory of Employer or of its employees, agents, partners, shareholders, officers, directors, board members, and affiliated companies.

Employee certifies that he/she has turned in to Employer all letters, documents, memoranda, papers, notes, and all electronic copies thereof or any other materials or Intellectual Property that are the rightful property of Employer. Employee also certifies that he/she is not in possession of any other tangible Employer property, including but not limited to keys or physical access devices, products, equipment, media, any Employer source code, object code, telephones, charge cards, vehicles, or any other tangible property.

Employees who have access to Employer computers, servers, accounts, subscriptions, or other Employer property shall not access those resources for any reason without

DEMO CONTRACT

This demo contract has been truncated. The complete editable version of this document is available in the Contract Pack template collections

<https://www.proposalkit.com/htm/legal-contract-templates/contractor-employee-contracts/employee-resignation-contract.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.

This contract document is included in the [Proposal Kit Professional](#) and one or more [Contract Pack](#) products.

This sample has been truncated to only show the first part. The complete editable version of this contract is included in Proposal Kit Professional and Contract Pack products found at:

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