

Redundancy Notice Form

This **redundancy notice form** sample provides a clear and professional template for notifying employees about termination due to redundancy. It ensures compliance with legal requirements while maintaining transparency and respect. Use this form to communicate essential details effectively during the redundancy process.

- Employee Details -

Employee Name:

Employee ID:

1. **What is the primary purpose of the study?**

Position/Job Title:

1. **What is the primary purpose of the study?**

Department:

1. **What is the primary purpose of the study?**

Notice Details

Date of Notice:

1. **What is the primary purpose of the study?**

Effective Termination Date:

1. **What is the primary purpose of the study?**

Reason for Redundancy:

This position is being made redundant due to [insert brief explanation, e.g., organizational restructuring, economic downturn, etc.].

- Additional Information -

Final Entitlements & Support Offered:

The following entitlements will apply: [e.g., notice period, severance pay, unused leave]. Support and assistance [e.g., outplacement services,

Employer Details

Employer Representative:

1. **What is the primary purpose of the study?**

Signature:

ANSWER

Date:

1. **What is the primary purpose of the study?**

Submit

This form template is for sample purposes. Ensure compliance with local employment laws and seek legal advice as necessary.