

# Employment Bond Release Approval Letter

Date: [Insert Date]

[Employee's Name]

[Employee's Address]

[City, State, Zip Code]

Dear [Employee's Name],

We are pleased to inform you that your request for release from the employment bond has been reviewed and approved. This decision has been made considering the circumstances surrounding your application.

Your employment bond, which was originally signed on [Insert Date], is now officially released as of [Insert Release Date]. You are no longer bound by the terms of the bond, allowing you to pursue other opportunities without restrictions.

Please ensure that any company property in your possession is returned by [Insert Due Date]. We appreciate your contributions during your time at [Company Name] and wish you the best in your future endeavors.

If you have any questions or need further assistance, feel free to reach out to us.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]