

Notification of Employment Bond Release

Date: [Insert Date]

To,

[Employee's Name]

[Employee's Address]

[City, State, ZIP Code]

Dear [Employee's Name],

We are pleased to inform you that your employment bond has been successfully released as of [Insert Release Date]. This release is contingent upon your fulfillment of all obligations under the bond and company policies.

If you have any questions regarding this release or require further information, please feel free to contact the HR department at [HR Contact Information].

Thank you for your contributions to the company, and we wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]