

Statement for Employment Bond Release

Date: [Insert Date]

To,
[Recipient's Name]
[Company's Name]
[Company's Address]

Subject: Request for Employment Bond Release

Dear [Recipient's Name],

I, [Your Name], have been employed with [Company's Name] from [Start Date] to [End Date]. As per the terms of my employment agreement, I understand that an employment bond was signed at the commencement of my tenure.

I am writing to formally request the release of the bond following the completion of my term, as indicated in the agreement. I have fulfilled all responsibilities and obligations during my employment, and I believe I am entitled to a release of the bond.

I kindly ask you to process my request at your earliest convenience. Should you require any further information or documentation, please do not hesitate to contact me.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]