

# Dismissal Notice

Date: [Insert Date]

Employee Name: [Insert Employee Name]

Employee Address: [Insert Employee Address]

Dear [Employee Name],

We regret to inform you that your employment with [Company Name] is terminated effective immediately due to the provision of false information during the hiring process.

Specifically, it has come to our attention that [briefly describe the false information or misrepresentation]. This information is a direct violation of our company's trust and standards.

Please return any company property in your possession by [insert return date]. You will receive your final paycheck and any accrued benefits in accordance with company policy.

We wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]