

Dismissal Notification

Date: [Insert Date]

[Employee's Name]

[Employee's Address]

Dear [Employee's Name],

We regret to inform you that your employment with [Restaurant Name] is being terminated effective immediately as of [insert termination date].

This decision has been made due to [brief reason for dismissal, e.g., performance issues, policy violation, etc.]. Despite previous discussions regarding your performance, we have not seen the necessary improvements.

We appreciate your contributions to our team and wish you the best in your future endeavors.

Please arrange to return any company property in your possession by [insert date]. Your final paycheck will be provided to you in accordance with state laws.

If you have any questions or need further clarification, please do not hesitate to reach out.

Sincerely,

[Your Name]

[Your Position]

[Restaurant Name]

[Restaurant Address]

[Contact Information]