

Büroorganisation Beyer GmbH

Büroorganisation Beyer GmbH · Postfach 25 15 45 · 44137 Dortmund

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Einschreiben Rückschein
Persönlich
Herrn
Roger Smith
Badische Straße 16
44339 Dortmund

Ihr Zeichen:
Ihre Nachricht vom:
Unser Zeichen: schö
Unsere Nachricht vom:

Name: Silvia Schöne
Telefon: 0231 353515-16
Telefax: 0231 353515-10
E-Mail: schoene@buero-beyer-wvd.com

Datum: 11 November 2014

Dear Mr Smith

Immediate termination of your work contract

We hereby wish to terminate your work contract without notice. On 10 November of the current year a witness observed that you removed three sets of laser printer cartridges.

The works council has agreed to this dismissal. – We will pay the remainder of your holiday entitlement with your final salary.

Please report to the Labour Exchange in due time in order to claim your unemployment benefits. It is your obligation to actively seek further employment and to explore all possibilities both when searching for a position or accepting one.

Yours sincerely

Sabine Beyer

Sabine Beyer
Executive Manager
Büroorganisation
Beyer GmbH