



EMPLOYEE TERMINATION FORM

Employee Name: **Scott Charbonneau**

Termination Date: **09-21-17**

Reason for Termination:

- | | |
|--|--|
| <input type="checkbox"/> Voluntary Resignation | <input type="checkbox"/> Job Abandonment |
| <input type="checkbox"/> Insubordination | <input checked="" type="checkbox"/> Falsifying Company Documents |
| <input type="checkbox"/> Policy Violation | <input type="checkbox"/> Unacceptable Work Performance |

Explanation for Dismissal: **Scott did not properly and honestly disclose a felony and numerous misdemeanors that appeared on his background check.**

Is this Employee Eligible for Rehire: Yes No

Additional Comments: **Scott was given every opportunity at the time of hire to disclose convictions that would appear on the background check and he only listed one offense.**

Employee Signature: *Scott Charbonneau* Date: 9-22-17

Manager Signature: *Matt Smith* Date: 9-22-17