

**Golightly and Long, LLC
Termination Form**

Employee: _____
Date: _____ Location: _____
Store Manager: _____

Nature of termination: _____

Has the employee been warned previously? _____

How many warnings? _____

Employee's Remarks to termination: _____

I understand that my employment with the company has been terminated and I have been given the opportunity to make any remarks above.

Employee Signature Date

Manager's Signature: _____

(Additional sheets may be attached or use the back of this form. Employee should initial all pages.)