

# Legal Notice: Violation of Employment Terms

**Date:** [Date]

**To:**

[Employee Name]

[Employee Address]

**From:**

[Employer Name/Company Name]

[Company Address]

## **Subject: Notice of Breach of Employment Agreement**

Dear [Employee Name],

This legal notice is issued to inform you that you are in violation of the terms set forth in your employment agreement dated [Employment Agreement Date] with [Company Name].

Specifically, it has come to our attention that you have breached the following clause(s) of the agreement:

- [Clause Number and Summary of Violation]
- [Clause Number and Summary, if applicable]

As per the terms of the agreement, you are hereby required to:

- [Corrective Action Required]
- [Deadline to Comply]

Failure to comply with these requirements within [Number of Days] days of this notice will compel us to initiate appropriate legal action, including but not limited to termination of employment and claims for damages as per applicable laws and contractual terms.

We urge you to treat this matter with utmost seriousness and respond in writing to this notice within the stipulated time frame.

Sincerely,

[Employer Name/Authorized Signatory]

[Designation]

[Company Name]