

# Removal of Rights and Privileges

Date:

To:

From:

## Subject

Removal of Rights and Privileges

## Details

This document serves as official notice that the following rights and privileges are hereby removed:

- Access to premises
- Use of company resources
- Access to confidential information
- Position-related benefits

Reason for removal:

Effective Date:

## Authorized Signature

Name:

Title:

Signature:

Date: