

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: