

## One Month Notice of Termination Contract

Dear \_\_\_\_\_

I \_\_\_\_\_ would resign from the post of domestic helper under the employment contract No. \_\_\_\_\_, effective on (date) \_\_\_\_\_.

- (a) by giving you \_\_\_\_\_ days / month(s) notice / with no notice.
- (b) by paying you \_\_\_\_\_ days / month(s) wages in lieu of notice

The last working day will be on (date) \_\_\_\_\_.

Reason(s) of resignation / dismissal: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Yours faithfully

### 終止合約通知書

\_\_\_\_\_ 先生 / 女士

有關僱傭合約第 \_\_\_\_\_ 號，我，(姓名) \_\_\_\_\_ 由  
(日期) \_\_\_\_\_ 起 辭職/把你解僱。

- (a) 我現在給你 \_\_\_\_\_ 日 / 月通知 / 不給予通知
- (b) 我現在給你 \_\_\_\_\_ 日 / 月代通知金

最後工作日期是 (日期) \_\_\_\_\_ 。

辭職/解僱的理由： \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
( \_\_\_\_\_ ) (Name)  
\_\_\_\_\_  
Date

Acknowledged receipt by (Signature): \_\_\_\_\_  
(Name) ( \_\_\_\_\_ )  
Date \_\_\_\_\_