



TERMINATION OF OUTSIDE EMPLOYMENT

TO: _____
Department Director

FROM: _____
Name of Employee Title Department

I no longer have employment outside of my position with of Margate with the below company:

Name of Firm: _____

Reviewed by: _____ Date: _____
Department Head

Reviewed by: _____ Date: _____
Human Resources Director

Signed: _____ Date: _____
Employee