

VOLUNTARY REDUNDANCY LETTER

Employer: _____

Employee: _____

Introduction and Intent:

I, the undersigned employee, hereby voluntarily offer to accept redundancy from my employment with the Employer. This decision is made of my own free will and without coercion. I understand that this voluntary redundancy offer is subject to the Employer's acceptance and the terms set out in this letter and applicable laws of the United Kingdom.

Details of Employment:

Job Title: _____

Department: _____

Employee Number: _____

Date Employment Commenced: _____

Voluntary Redundancy Terms:

1. I confirm that I understand the implications of accepting voluntary redundancy, including the loss of my current employment position. 2. I acknowledge that I have received all relevant information concerning my redundancy entitlements, including redundancy pay, notice period, and any applicable benefits, in accordance with UK employment law and my contract of employment. 3. I understand that redundancy pay will be calculated in accordance with statutory entitlements or enhanced contractual terms, whichever is greater. 4. I agree to return all company property and settle any outstanding obligations before my final day of employment. 5. I acknowledge that acceptance of voluntary redundancy shall terminate my employment relationship on the agreed redundancy date.

Confidentiality and Non-Disclosure:

I agree to maintain confidentiality regarding all matters related to this redundancy and the Employer's business, except as required by law or agreed in writing by the Employer.

Legal Compliance and Governing Law:

This agreement is subject to and shall be governed by the laws of England and Wales. The parties submit to the exclusive jurisdiction of the courts of England and Wales in respect of any disputes arising from this letter.

Acknowledgement and Acceptance:

By signing below, I confirm that I have read, understood, and agree to the terms of this Voluntary Redundancy Letter. I confirm that I have had the opportunity to seek independent advice before accepting these terms.

EMPLOYEE'S SIGNATURE

EMPLOYER'S SIGNATURE

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Position: _____

Position: _____

Date: _____

Date: _____

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