



# La Parrilla Mexican Restaurant

## Employee Resignation Form

EMPLOYEE

If you would like to talk to someone in Human Resources before completing this form, please call 678-354-2700

Full Name: THONGPOON CHINWONG

Parrilla N°: 15 Position: SERVICE MANAGER

\*Reason for Resignation:

STEPPING DOWN AS MANAGER DUE TO PERSONAL REASONS.  
WILL BE WORKING AS SERVER @ OTHER LOCATION.

I Certify that this resignation is executed by me voluntarily and of my own free will.

Employee Signature

08/05/2018

Date

Please be aware that we will send your final W-2 tax statement to the address that we have on file. Should you relocate, you will want to update your address with us to ensure timely receipt of this document.

MANAGER

Sign below and forward the original form to Human Resources

Last day of work (if different from above): 08/19/2018

Accepted By

08/19/18

Date