



# 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: Hector Arcos

Parrilla N°: 13 Position: Service Manager

\*Reason for Resignation:

Personal Problems.

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

Hector Arcos 11/9/19

Employee Signature

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): 11/09/19.

Jabame 11-09-19.

Accepted By

Date

- ☐ Excel
- ☐ Heartland
- ☐ Aloha CC
- ☐ Instant