



*From*

*(Administrator or authority)* Ingrid Gardner

*(Position)* Director of Human Resources of Disneyland Paris

*(Address)* 10 Avenue de la Fosse des Pressoirs

*(Address)* 77700 Magny-le-Hongre

*TO (Employee in question)*

Mr Nirmat Elie *(Employee name)*

44 Rue Desse *(Address)*

75013 PARIS *(Address)*

Letter with acknowledgement *(type of letter)*

Subject: Notification of dismissal *(letter subject)*

April 7, 2020

*(date - At least two days after the preliminary interview for dismissal)*

Dear Mr. Nirmat *(polite form)*

On the 2 of April you were informed that Disneyland Paris was considering dismissing you. *(Reminder of the interview that took place)*

At this meeting, it was decided that your performance and your behaviour was still unsatisfactory, and you had shown no inclination to improve despite several warnings. *(Reminder of the interview that took place)*

As we have discussed, the reasons for your dismissal are your repeated delays and absences as well as your neglect of the tasks assigned to you. *(in this paragraph we remind Mr.Nirmat of the reasons why we're dismissing him)*

I am therefore writing to you to confirm the decision that you be dismissed. Dismissal is effective immediately in view of your gross misconduct. *(Notification of dismissal)*

You have the right of appeal against this decision. Please send us your request within 15 days by post with acknowledgement. *(Legal formalities concerning dismissal)*

Yours sincerely.

*(Concerned authority)*

Ingrid Gardner

*(Signature)*