horizontal line**Dismissal Mutual Agreement**

**This Agreement** is made on **[Date]** between:

1. **[Employer’s Full Name]**, with an address at **[Address]**
2. **[Employee’s Full Name]**, residing at **[Address]**

**Recitals:**

* Whereas **[Employee’s Name]** has been employed by **[Employer’s Name]**.
* Whereas both parties agree to mutually terminate the employment relationship under the terms outlined below.

**Terms and Conditions:**

#### **1. End of Employment Date**

* The employment of **[Employee’s Name]** with **[Employer’s Name]** will end on **[Date]**.

#### **2. Severance Payment and Benefits**

* **[Specify severance amount, e.g., 2 weeks’ salary]** will be provided.
* **Benefits**: **[Describe continuation of health benefits, retirement benefits, etc.]**

#### **3. Return of Company Property**

* **[Employee’s Name]** agrees to return all company property by **[Date]**.

#### **4. Confidentiality and Non-Disparagement**

* Both parties agree not to disclose the terms of this agreement.
* Both parties agree not to make any disparaging comments about each other.

#### **5. Release of Claims**

* **[Employee’s Name]** agrees to release **[Employer’s Name]** from all claims arising from their employment or termination.

**Signatures  
[Employer’s Signature, Date, Printed Name]  
[Employee’s Signature, Date, Printed Name]**