



TERMINATION FORM

(For Chapter Transfers or moves within Youth For Christ, use the Change Form)

REASON FOR LEAVING:

- New position outside YFC
 - Internship ended
 - Personal/family matters
 - Layoff/staff reduction
 - Retirement
 - Dissatisfaction with YFC
 - Medical Reasons
 - Disability
 - Death
 - Other***
 - Dismissed for Cause***
- *** Explain in "Notes" Below

Last date employee worked: _____
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PERSONAL

- -	If recently married, your Previous Name: _____
Social Security Number	

Last Name	First Name	MiddleName/Initial	Birth Date / /
Address where you will receive mail	City	State	Zip+ 4 - Country (if not US)
() - Home Phone	E-mail Address		

MINISTRY SERVICE

Chapter Name	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time
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SIGNATURES

Employee Signature (if available): _____ Date: _____

Supervisor Signature : _____ Date: _____

NOTES:

YFC/USA HUMAN RESOURCES USE ONLY

YFC Id. _____	Date Received _____	HR Rep.: _____
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