



CLIENT ID # 481

EMPLOYEE WARNING NOTICE

Employee _____
Supervisor _____ Date _____

Previous Warnings

1st Warning [] Verbal [] Written Date: _____ By Whom: _____
2nd Warning [] Verbal [] Written Date: _____ By Whom: _____
3rd Warning [] Verbal [] Written Date: _____ By Whom: _____

Employer Statement

Employee Statement

Date of Incident: _____ Time: _____

I [] agree / [] disagree with Employer's statement.
The reasons are:

Employee Signature

Date

Action to be taken:

[] Warning [] Probation [] Suspension [] Dismissal

Other: _____

Consequences should incident occur again:

I have read this warning and understand it.

Employee Signature Date

Supervisor Signature Date