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[Date]

Termination and Release Agreement

This Termination and Release Agreement (the "Agreement") is entered into between [Employee's Name] ("Employee") and [Company Name] ("Company") collectively referred to as the "Parties," effective as of [Termination Date].

**1. Termination of Employment:**

1.1 Employee agrees that their employment with the Company will terminate effective [Termination Date]. 1.2 Employee acknowledges receiving all compensation, including wages, bonuses, and any other benefits owed to them up to the termination date, except as expressly provided in this Agreement.

**2. Release of Claims:**

2.1 In consideration of the payments and benefits provided under this Agreement, Employee, on behalf of themselves and their agents, representatives, and assigns, fully releases and forever discharges the Company, its officers, directors, employees, affiliates, and agents (collectively referred to as the "Released Parties"), from any and all claims, demands, liabilities, actions, causes of action, costs, and expenses, whether known or unknown, arising out of or relating to Employee's employment or the termination thereof, up to the effective date of this Agreement, except for claims specifically excluded in Section 3.

2.2 Employee acknowledges that they have not suffered any workplace injuries or occupational diseases during their employment with the Company, except as previously reported to the Company.

**3. Excluded Claims:**

This release does not apply to:

3.1 Any claims for unemployment benefits or workers' compensation benefits;

3.2 Any claims for vested benefits under any employee benefit plans;

3.3 Any claims that, by law, cannot be released or waived;

3.4 Any claims arising from acts or omissions occurring after the effective date of this Agreement.

**4. Confidentiality and Non-Disclosure:**

4.1 Employee acknowledges and agrees to maintain the confidentiality of any proprietary, sensitive, or confidential information of the Company obtained during their employment, both during and after the termination of employment, in accordance with any existing confidentiality or non-disclosure agreements. 4.2 Employee agrees not to disclose confidential information to any third party or use such information for their benefit or the benefit of any third party.

**5. Non-Disparagement:**

5.1 Employee agrees not to make disparaging remarks or negative comments about the Company or its officers, directors, employees, or products, both during and after the termination of employment.

5.2 The Company agrees to instruct its officers, directors, and employees to refrain from disparaging remarks or negative comments about Employee.

**6. Return of Company Property:**

Employee acknowledges that they have returned all company property, including but not limited to keys, access cards, electronic devices, documents, and any other materials, to the Company.

**7. Governing Law and Severability:**

This Agreement shall be governed by and construed in accordance with the laws of [Jurisdiction]. If any provision of this Agreement is held invalid or unenforceable, the remaining provisions shall continue to be valid and enforceable.

**8. Entire Agreement:**

This Agreement represents the entire understanding between the Parties and supersedes any and all prior agreements or understandings, whether written or oral, relating to the subject matter herein.

IN WITNESS WHEREOF, the Parties have executed this Termination and Release Agreement as of the date first above written.

**Employee:**

[Employee's Full Name]

[Employee's Signature]

[Date]

**Company:**

[Company Name]

[Company Representative's Name]

[Company Representative's Title]

[Company Representative's Signature]

[Date]