

TERMINATION OF STAFF HOUSING CDFRM

U.S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF PRISONS

FACILITY	DATE
----------	------

TO:

This is to inform you that your occupancy of Reservation House No. \_\_\_\_\_, with a bi-weekly deduction of \$ \_\_\_\_\_ will be terminated on \_\_\_\_\_, 20\_\_\_\_.

It will be necessary that you have this house emptied of your personal property and vacated on or before this date.

All moving costs in connection with this termination and move shall be at your own expense.

Please acknowledge receipt of this letter in the space provided and return it to this office within five days.

\_\_\_\_\_  
(Chief Executive Officer)

I hereby acknowledge receipt of the above letter.

\_\_\_\_\_  
(Signature of Employee/Occupant)

\_\_\_\_\_  
(Date)