

Formal Medical Termination Letter

Subject: Request for Medical Termination

Dear [Recipient Name],

I am writing to formally request a medical termination of my employment due to ongoing health complications that prevent me from performing my duties effectively. My healthcare provider has advised that continuing work may exacerbate my condition, making it necessary for me to prioritize my health at this time.

I have attached relevant medical documentation for your review and consideration. I respectfully request that my employment be terminated on [Date], ensuring a smooth transition and adherence to company policies.

Thank you for your understanding and support during this process.

Sincerely,

[Your Name]

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