

Republic of the Philippines)
_____) s.s.

QUITCLAIM

KNOW ALL MEN BY THESE PRESENTS:

I, _____, of legal age, single/married, and residing at _____, after having been duly sworn to according to law, hereby depose and state:

1. That I am an employee of _____, having connected therewith as _____, since _____;
2. That I have a letter of resignation with the company effective _____;
3. That I hereby relieve and discharge said (name of company) and its officers from any and all claims by way of unpaid wages, separation pay, overtime pay, 13th month pay or otherwise as may be due me or incident to my employment with said company;
4. That I hereby state further that I have no claim, right or action of whatsoever nature, whether past, present or contingent, against said company and its officers;
5. That the contents of this document, although prepared in English, was interpreted and explained to me in Pilipino by the undersigned Personnel Officer and the same is therefore understood by me;
6. That I am executing this instrument freely and voluntarily without any moral or physical threat, coercion or promise of reward in any form.

IN WITNESS WHEREOF, I hereby affixed my signature this ___ day of _____, 2013 at the City of Makati, Philippines.

Signature of Employee

SIGNED IN THE PRESENCE OF:

Signature (Personnel Officer)

Signature (Union Officer)

REPUBLIC OF THE PHILIPPINES)
IMUS, CAVITE _____) S.S.

ACKNOWLEDGEMENT

BEFORE ME, a Notary Public for and in the Imus, Cavite, this ___ day of _____, 2013, personally came and appeared _____, showing a competent proof of his identification: _____ VALID UNTIL _____ known to me and to me known to be the same person who executed the forgoing instrument and acknowledged that the same is his free and voluntary act and deed.

WITNESS MY HAND AND SEAL.....

Doc. No. _____;
Page No. _____;
Book no. _____;
Series of 2013.