**Immediate Termination Letter to Employee**

**Dear [Employee Name],**

This letter serves as formal notice of your immediate termination from [Company Name], effective as of [Date]. This action is the result of [reason for immediate termination, e.g., violation of company policy, misconduct]. Given the seriousness of this situation, we find it necessary to terminate your employment without further delay.

**Immediate Effects of Termination**  
[Include details about compensation, benefits, and the return of company property.]

**Legal and Procedural Notes**  
[Outline any legal or procedural information relevant to the immediate termination.]

Your cooperation in concluding your employment matters swiftly and professionally is appreciated.

**Sincerely,**

**[Your Name]  
[Your Position]  
[Company Name]  
[Contact Information]**