

Fair Work | Template

Fair Work Regulations 2009, regulation 6.07

Notice to Centrelink of Proposed Terminations

TO: CENTRELINK

I, [full name of employer or person completing notice on behalf of employer], the [position held] of [name of employer of person completing notice], give notice, under subsection 785 (2) of the *Fair Work Act 2009*, that [name of employer] proposes to terminate the employment of 15 or more of its employees, for the following reasons:

[Set out reasons for proposed terminations. Reasons may be of any economic, technological, structural or similar nature, or for reasons including such reasons]

The number and categories of employees likely to be affected by the proposal are:

[Set out the categories and number per category]

It is intended that [name of employer] will carry out the proposed terminations at the following time/s, or over the following period/s of time:

[Provide specific dates if known, or approximate period of time]

Dated

Signature

Position

**Omit section reference as appropriate*