



# PROPOSAL KIT SAMPLE

## SAMPLE CONTRACT PACK DOCUMENT

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For example, some documents are used in a longer sequence one after the other. Some include optional exhibit and schedules.

Also see this article for proposal and contract writing best practices:



<https://www.proposalkit.com/htm/business-proposal-writing-tips.htm>

[Click here to purchase Contract Pack](#)

## RESIGNATION AGREEMENT (NON-COMPETE AND NON-SOLICIT CLAUSES)

<<Company>> ("Employer" or "Company") and <<ContractFirstName>> <<ContractLastName>> ("Employee") hereby agree to this Resignation Agreement effective <<CurrentDate>>. As a reminder, the Employer's nondisclosure and non-distribution agreements are excerpted below.

### Term

Employee and Employer had an employment agreement from <<StartDate>> through <<EndDate>> and agree to the following terms and conditions.

### Nondisclosure

Employee will not disclose or distribute in any format or forum any information about the Employer or its customers, vendors, owners, shareholders, employees, partners, officers, directors, board members or Employer's affiliated companies that Employee knows to be confidential or considered to be trade secret, patent, copyright, trademark, service mark or trade name. This shall also include any information on projects or products invented or developed by Employee or Employer during the course of their employment with Employer.

Employee agrees not to make statements relating to their employment or this agreement that can be construed as libelous, slanderous, critical or otherwise derogatory of Employer or its employees, agents, partners, shareholders, officers, directors, board members, and affiliated companies.

### Non-Competition

During the term of Employment and for a period of two (2) years after the Resignation Date of this Agreement, Employee shall not directly, for the Employee's benefit or any other third party other than Employer, perform the following actions:

- ◆ Perform any service for his/her benefit or for another business in connection with the design, development, marketing, manufacturing, publishing, distribution, or sale of a competing product.
- ◆ Contact, inquire, or otherwise solicit a sale of any competing product or service from any of Employer's customers.
- ◆ Engage in any type of activity or action that would cause any employee, vendor, contractor, consultant, or other agent of Employer to end its business relationship with Employer.

### **Company Property and Access to Company Resources**

Employee certifies that he/she has turned in to Employer all letters, documents, memoranda, papers, notes, and all electronic copies thereof or any other materials or Intellectual Property that are the rightful property of Employer. Employee also certifies that he/she is not in current possession of any other tangible Employer property, including, but not limited to: keys or physical access devices, products, equipment, media, any Employer source code, object code, telephones, charge cards, vehicles or any other tangible property.

Employees who have access to Employer's computers, servers, accounts, subscriptions, or other Employer property shall not access those resources for any reason without explicit permission from the Employer.

### **Outstanding Payments and Severance**

Employer will pay Employee any

## **DEMO CONTRACT**

**This demo contract has been truncated. The complete 2 page editable version of this document is available in the Contract Pack template collections**

<https://www.proposalkit.com/html/legal-contract-templates/contractor-employee-contracts/employee-resignation-non-compete-contract.htm>

Once you purchase, download and install a retail Contract Pack that includes this contract, the complete version of this contract will be inserted into your project.

This contract document is included in the [Proposal Kit Professional](#) and one or more [Contract Pack](#) products.

This sample has been truncated to only show the first part. The complete editable version of this contract is included in Proposal Kit Professional and Contract Pack products found at:

[ProposalKit.com/htm/proposal-software-products.htm](http://ProposalKit.com/htm/proposal-software-products.htm)

