

Lexus Thurman - Formal Resignation 10/15/19**Claudia Revelo-Lee**

Tue 10/15/2019 11:31 AM

To: thurmlex1992@icloud.com <thurmlex1992@icloud.com>**Cc:** HS San Francisco <hssf@theservicecompanies.com>

Hello Lexus,

As per your conversation with Jason Thomas, you have decided to not complete your shift today and quit as of, October 15, 2019. You will be paid out for your PTO hours, removed from future shifts and validated for your hours this week. You will be receiving a paper check which you can pick up at the The Service Companies office (665 3rd Street, San Francisco). If you would like this check to be mailed to your house please call the TSC Office (415-431-8826). Otherwise, we will alert you when the check is available for pick up.

Regards,

Claudia Revelo-Lee
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