



## PERFORMANCE DOCUMENT

Name: Jaylen Carthen .. Team Member Number: 69936  
Position: FOH Property: Wind Creek Wetumpka  
Issued By: Sonia Crews Title: Onsite Supervisor

### Type of Entry (Check Applicable Box):

Documented Verbal Warning  
 Written Warning  
 Final Written Warning

Suspension - Number of Days 3  
 Suspension Pending Investigation  
 Termination (complete fields below)  
Last Day Worked: \_\_\_\_\_ Term Date: \_\_\_\_\_

### Nature of Entry (Check Applicable Box):

Attendance

Policy/Performance

### Prior documentation (Dates and Infractions):

3/21 and 3/24 . You must provide adequate notice to your supervisors and TSC if you are unable to be present at work

Violated standard of conduct. Please refer to the Employee Handbook for conduct standards:

### Provide details and description of the infraction:

NO Call No Show - Thursday 3/21 & 3/24 Absent without supervisors permission.

### Describe corrective behavior and actions:

### Team Member Comments:

*Manager SC*  
\_\_\_\_\_  
Employee Signature \_\_\_\_\_ Date: 3/25/2024

*Sonia Crews*  
\_\_\_\_\_  
Employee Signature \_\_\_\_\_ Date: 3/25/2024

*Jaylen Carthen*  
\_\_\_\_\_  
Manager Signature \_\_\_\_\_ Date: 3/25/2024