



Human Resources
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 Fax: (613) 520-4464
humanresources@carleton.ca
www.carleton.ca/hr

Notice of Retirement

Date:	
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Employee Information

Carleton ID:			
First Name:		Last Name:	
Department:			

Work Details

Retirement Date:	
Last Working Day:	

Additional Information

Employee Name (Print Name)	(Signature)	(Date)

Manager/Chair Director (Print Name)	(Signature)	(Date)

Cc: Associate Vice-President of Human Resources
humanresources@carleton.ca

Note: For CUASA/CUASA Lib, use: <https://i.carleton.ca/provost/retirement-and-resignation-form/>

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