

Letter of Termination of Employment Contract

Dear Ms. Minerva G. Lacuesta,

I, \_\_\_\_\_, would dismiss you from the post of domestic helper under the Domestic Helper Contract No. L689413 which was agreed on 25 September 2017 by giving you 30 day's notice.

The last working day will be 29 March 2018.

Reason of dismissal:

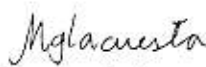
Employer's family is leaving Hong Kong on 29 March 2018.

Yours sincerely

增田 健吾

15 February 2018

Acknowledged receipt by:

  
Minerva G. Lacuesta

15 February 2018

Letter of Release

15 February 2018

To whom it may concern;

Minerva G. Lacuesta was our full domestic helper from September 2013 to March 2018. Minerva has intended to be with us until the end of her contract in 2019. But as we have plans to relocate to Yokohama, Japan and leave Hong Kong, we have decided to release her early.

Minerva has been an excellent helper in every way. She shopped, ran errands, cooked, cleaned, and took excellent care of our three children. She is responsible, honest and hard working. She is very knowledgeable and experienced in running a household. She is also an excellent cook.

We have been very satisfied with her job, especially her taking care of three small children, and would highly recommend her to the next job.

If you have any further questions, please do not hesitate to contact me.

Sincerely yours,

增田健吾