

Chloeta fire oklahoma: office memo essay examples

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Dear Employees,

As you may know, the recent economic situation of the United States has forced the government to shut its doors. Recent events have caused a number of medical offices as well as government offices to close. Although Chloeta Fire is a public company, we are closely tied to government entities; making our business's success dependent on what happens when or if the federal government decides to open (Kavilanz).

Although there is no news yet as to what will happen in the future, we are sad to say that Cloeta Fire will have to join many others in closing its doors due to recent events. As our business survives mostly on government contracts during the summertime, we are sad to say that during this time, our account with the government has been frozen, and therefore we cannot continue business (Franklin).

Our federally funded business cannot continue past this point. Although summer has ended, the future for Chloeta Fire is still unsure, that is why we are forced to shut down before things start to get worse. It is in our best interest to let all employees know the decision of upper management as early as now. We regretfully inform everyone on the team, staff and firemen

alike, that we are no longer in need of your services.

If the shutdown does not end soon, the business will lose more than half of the funds keeping it going. Therefore, it would be best for the company, as well as any of the employees still with Cloeta Fire that the business should close its doors before the impact of the shutdown drives harder into the business, as well as the lives of all of Chloeta's employees.

Our business runs on a very short time frame which was affected by the shut-down. Unfortunately, each day that the government is shut down, it is putting our company behind targets. We hope to inform you of this two weeks before Chloeta officially closes its doors to the public.

An exit interview has been scheduled for all employees of Chloeta Fire. Each employer will receive his/her time and date of schedule. During this time, you will be receiving more information about the benefits of as well as your unemployment compensation.

We, the upper management of Chloeta Fire, have been very pleased with your work and performance during employment. We appreciate the work that you have put in through these years and we would like to wish you the best for the future. It is a very sad time for all of us at Cloeta Fire, and we do strongly believe that this government shut-down is not only causing a huge risk to public safety, but is also causing problems in the workforce. We wish you all the best in your future endeavors.

Sincerely

Human Resources

Chloeta Fire Oklahoma

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