

Evergreen Entertainment

3333 SomeStreet Dr.
Columbia, SC, 29033

April 11, 2023

Dear Mark Smith,

This letter confirms that your employment with Evergreen Entertainment will be terminated, effective April 12, 2023.

We have come to the decision to terminate your employment for the following reasons:

On March 7th, 2023, you were seen tampering with another employee's company computer. We conducted a meeting with you and a formal written warning was provided, which explained the several policies that were violated.

On March 17th, 2023, comments were found in code written by you that stated that you have come to work intoxicated. One of the CEOs saw this and had you sent home without pay that day. You received your second formal written warning after a brief meeting the day after. In this meeting, we informed you that a third warning would result in termination.

On April 1st, 2023, you posted source code from one of our latest projects on Twitter.com, resulting in your termination.

Your last paycheck will be mailed to your address. Your healthcare and dental benefits will remain in effect until May 12, 2023, 30 days after your termination date of April 12, 2023.

We expect you to return your company laptop, phone, and keys by end of business day April 12, 2023.

Please keep in mind the onboarding forms you signed upon being hired to work for Evergreen Entertainment, which is attached to this letter.

If you have any questions regarding your compensation, benefits, or policies, please contact HR manager, Michael Tyson at 111-111-1000 or mtyson@evergreen.com.

Regards,

Damian Sclafani

Attachment(s): Evergreen Onboarding Policies
March 7, 2023, Written Warning
March 17, 2023, Written Warning