**Termination Letter for Absconding Employee with Notice of Legal Consequences**

**[Your Company Letterhead]**

**[Date]**

**[Employee's Name]**

**[Employee's Address]**

**[City, State, ZIP Code]**

**Dear [Employee's Name],**

**This letter serves as formal notification of your termination from [Company Name], effective [Termination Date]. Your termination is a result of your unexcused and extended absence from work, which is classified as "job abandonment."**

**Furthermore, you have an outstanding debt to the company amounting to [Debt Amount], related to [nature of debt]. Despite previous notifications, you have not taken any steps to address this debt. We have no option but to initiate legal proceedings to recover the debt, which may result in further legal consequences.**

**Your final paycheck, inclusive of any outstanding benefits, will be processed and sent to your last known address.**

**We strongly recommend that you seek legal advice to understand the potential ramifications of these legal actions and take necessary steps to address the debt promptly.**

**Sincerely,**

**[Your Name]**

**[Your Title]**

**[Company Name]**