**Termination Letter for Absconding Employee with Outstanding Debts**

**[Your Company Letterhead]**

**[Date]**

**[Employee's Name]**

**[Employee's Address]**

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

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

**We are writing to inform you that your employment with [Company Name] is terminated, effective [Termination Date]. This decision is the result of your unexplained and extended absence from work, which constitutes "job abandonment."**

**Furthermore, you have an outstanding debt with the company amounting to [Debt Amount], related to [nature of debt]. This debt must be settled within [Settlement Period] days following this notice. Failure to do so may result in further legal action to recover the debt.**

**Your final paycheck, including any outstanding benefits, will be processed and sent to your last known address. We urge you to settle your debt promptly to avoid any legal consequences.**

**Sincerely,**

**[Your Name]**

**[Your Title]**

**[Company Name]**