

# Goodlawyer Termination Bundle

Practice area: **Business, Startup, Employment**

## What's in a Termination Bundle?

A Termination Bundle contains the two most critical legal documents for terminating employees — a Termination Letter and a Release Agreement.

[Termination Letters](#) describe the legal basis for termination and are critical tools to let employees go respectfully and legally. It is crucial that they respect local employment laws, otherwise they can lead to disputes.

[Release Agreements](#) outline the compensation that will be provided to the employee as a result of their termination. Once signed by both parties, the employee has accepted the terms of their dismissal and waives their right to sue for more. These are important documents when the dismissed employee is highly paid, owns shares, or has been with the company for a long time.

## What are the savings?

These two documents are closely related, meaning that it is faster for lawyers to draft them together than to draft them separately. Instead of paying \$300 for a Termination Letter and \$300 for a Release Agreement (\$600 total) you can **save \$80 by purchasing them in the Termination Bundle.**

### Price: \$520 + Tax

- \$433 Legal fee
- \$87 Service fee
- \*This price is based on a basic Termination Letter and Release Agreement and is subject to additional fees if your requirements are more complex. Your lawyer will always clarify any additional costs for your approval

### Included

- Project kick-off call to gather information, advise you, and answer questions
- One customized Termination Letter
- One customized Release Agreement
- One round of minor revisions if necessary

### Not Included

- More than one of either document
- Additional work or questions following the delivery of the Termination Bundle
- Major revisions or rewriting of either document throughout, or after the project

## What is the process?

- 1. Book a call.** Pick a time to discuss your Termination Bundle with a Good Lawyer.
- 2. Design your documents.** Help your lawyer understand the situation and your goals. Your lawyer will determine what wording and clauses you need in your documents and draft something tailored to your business.
- 3. Receive your documents.** You will receive a digital copy of the documents, ready to be signed and shared.

## Why get the Termination Bundle?

**Avoid litigation.** Release Agreements and Termination Letters can help you resolve your conflict without going to court. This is generally the faster, easier, cheaper, and less risky option.

**Get the right terms.** Getting help from a Good Lawyer means taking advantage of their extensive experience and settling on something that is fair for both parties in the situation.

**Treat your employees with respect.** Termination is hard for everyone. With proper agreements drafted by a professional, at least it will be done right.

## Frequently Asked Questions

### Do I need to physically deliver the documents?

No. Termination Letters can also be delivered digitally. Sometimes they are simply pasted into the body copy of an email, but more often they are attached as a PDF. Release Agreements need to be signed, in person or digitally, before they are valid.

### Are Termination Letters required by law?

No, Termination Letters are not required by law. They are extremely common because they reduce any ambiguity and provide an official record of the employee's termination. While a Letter is not required by law, the cause and method of termination must adhere to employment laws. If you're not sure whether or not you can legally terminate an employee, book an [Advice Session](#) with an [Employment lawyer](#) in your province.

### What's the difference between Termination Pay and Severance?

While the two are extremely similar on the surface, they are not the same. Severance is given to terminated employees who have earned seniority in the company and is intended to compensate them for the work they have performed over the years. Termination pay is given in lieu of advanced termination notice and is intended to aid the ex-employee while they search for new employment. There are several factors that affect the amount of Severance or Termination pay an employee is entitled to. Your lawyer will be able to help you determine what is owed based on your existing Employment Agreements and the cause for termination, although this could have additional costs.

**Will I be able to communicate with my lawyer after the kickoff call?**

Yes, absolutely. You can use the Goodlawyer platform to send messages and files. If substantially more communication is needed, your lawyer may request another call.

**What if I need more than one set of documents?**

This service will only cover the creation of one Termination Letter and one Release Agreement. If additional documents are needed, you can talk to your Good Lawyer. Sometimes it is more efficient to produce multiple agreements and a discount is possible, but that is situational and Goodlawyer can't guarantee any kind of bulk discount.

**What file format will the documents be in?**

Both documents are generally delivered as a PDF so that they can be easily shared, printed, and signed. They can also be delivered as a Word document. If that's something you're interested in, make sure you mention it to your lawyer.

**Do I need a lawyer in my province?**

Generally, yes, you should work with a local lawyer when drafting your Termination Letters and Release Agreements. If you book an out-of-province lawyer that determines you need someone with local expertise, they will let you know and Goodlawyer can set you up with a local lawyer ready to help.

“I cannot believe I didn't know about the platform before. Amazing advice for whatever issue you're looking to address.

5-star Google review — Taran, June 2020

[Book your Termination Bundle](#)