

[Print on Envelope or insert Address]

<<Employee's Name>>

<<Address>>

<<Address>>

<<Post Code>>

<<Date>>

Dear << >>

Statutory rights in respect of

I am writing to you about your object of Sunday shop work.

As you know, under your contract as a shop worker you are, or can be, required to do Sunday

However, you can, if you wish, opt out of Sunday shop work. Your notice must state your job title e.g. the HR Manager>> and you will then be able to work in, or about, the shop on any Sunday on which it is open. The notice must have elapsed from the date on which you gave the notice.

Your notice must:

- be in writing;
- be signed and dated by you;
- state that you object to

For three months after you give notice, you will still be required to work all the Sundays in your contract. You should be aware that you can still

After the end of the three-month period, you will have the right to complain to an employment tribunal if you are subjected to any other detriment on account of your refusal to work on the shop is open.

Once you have opted out of Sunday shop work, you can give up the right not to work on Sundays only by giving notice. This notice must be signed and dated by you, stating that you no longer object to working, and agreeing to work on Sundays or particular

Please speak to me if you have any questions.

Yours sincerely

<<Name & Title>>
For and on behalf of <<Comp

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