

Request for Return of Hiring Documents

Request No.		Request Date
Applicant	Name	Application No.
Address		
Place for Receipt of Documents (Specify if it is different from the above address)		
Documents Subject to Request		

Pursuant to Article 11 of the Fair Hiring Procedure Act and Articles 2 and 4 of its Enforcement Decree, It is hereby requested that you return the hiring documents specified above.

Date: _____

Requested by

(Sign Seal)

To Persolkelly Korea Limited

Note

1. Pursuant to Article 2(1) of the Enforcement Decree to the Fair Hiring Procedure Act, if an applicant requests for return of hiring documents, the relevant employer must return the requested documents within 14 days.
2. Pursuant to Article 2(2) of the Enforcement Decree to the Fair Hiring Procedure Act, the documents that are requested to be returned may be delivered via special postal mail or directly from the relevant employer.
3. Pursuant to Article 11(5) of the Fair Hiring Procedure Act and Article 5(2) of its Enforcement Decree, the applicant who requests for return of hiring documents may bear the expenses of returning the documents.