

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Employer Name]
[Name of Specific Recipient, e.g., HR Director]
[Company Address]

RE: Notice of Formal Demand Regarding Discriminatory Discharge of [Your Name]

Dear [Recipient Name],

Please be advised that I am writing this letter to formally address the wrongful termination of my employment with [Company Name] on [Date of Termination]. I believe my discharge was based on illegal discrimination regarding my sincerely held religious beliefs/practices, in direct violation of Title VII of the Civil Rights Act of 1964 and applicable state laws.

During my tenure, I consistently performed my job duties to the company's standards. However, I experienced the following discriminatory actions:

- [Describe specific request for religious accommodation and the denial of said request]
- [Describe specific instances of harassment, derogatory comments, or hostile environment based on religion]
- [Describe how other employees of different faiths or no faith were treated more favorably]

On [Date], I was informed of my termination. The stated reason for termination was [Stated Reason], which I believe to be a pretext for religious discrimination. The timing and circumstances of my dismissal clearly indicate that my religious affiliation/practice was the motivating factor behind this adverse employment action.

As a result of this unlawful termination, I have suffered significant financial loss, emotional distress, and damage to my professional reputation. In an effort to resolve this matter without immediate litigation, I am prepared to settle my claims in exchange for the following:

1. Payment in the amount of \$[Amount] for back pay and front pay.
2. Compensation in the amount of \$[Amount] for emotional distress and damages.
3. A neutral reference for future employers.
4. [Any other specific demand, e.g., removal of negative marks from personnel file].

Please respond to this letter in writing by [Date]. If we are unable to reach a resolution, I am prepared to file a formal charge with the Equal Employment Opportunity Commission (EEOC) and pursue all available legal remedies through the court system.

I look forward to your prompt response.

Sincerely,

[Your Signature]

[Your Printed Name]