

MATERNITY LEAVE AGREEMENT

Company Name: _____ Employee Name: _____

Employee Information:

Full Name: _____

Employee ID: _____

Position/Title: _____

Department: _____

Leave Details:

Expected Due Date: _____

Start Date of Leave: _____

End Date of Leave: _____

Total Weeks of Leave: _____

Compensation and Benefits During Leave:

Salary Continuation (if any): _____

Health Insurance Coverage: _____

Other Benefits: _____

Employee Obligations:

Employee agrees to provide timely notification of leave start and end dates, submit required medical documentation, and comply with company policies regarding maternity leave and return to work. Employee shall keep the employer informed of any changes in circumstances affecting the leave.

Employer Obligations:

Employer agrees to maintain employee's position or an equivalent position during the leave period, continue applicable benefits as required by law, and comply with all federal and state laws regarding maternity leave and employment.

Legal Compliance:

This Agreement is governed by and construed in accordance with the laws of the United States of America and the applicable state laws. Both parties agree to comply with the Family and Medical Leave Act (FMLA) and any other relevant laws or regulations pertaining to maternity leave and employment rights.

Return to Work:

Employee agrees to return to work on the agreed date following the end of maternity leave or provide notice if unable to return as scheduled. Employer shall provide reasonable accommodations if required under applicable laws.

Confidentiality:

Both parties agree to keep the terms of this Agreement confidential except as required by law or necessary for enforcement or legal compliance.

Miscellaneous:

This Agreement constitutes the entire understanding between the parties regarding maternity leave, supersedes all prior agreements, and may only be amended in writing signed by both parties. If any provision is found invalid, the remainder shall remain in effect.

EMPLOYEE SIGNATURE

EMPLOYER REPRESENTATIVE SIGNATURE

Signature: _____

Signature: _____

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