

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company/Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: NLRA Compliance Notification

We are writing to inform you of our commitment to comply with the National Labor Relations Act (NLRA) and to ensure that all employees are aware of their rights under this important piece of legislation.

As part of our compliance efforts, we have implemented the following measures:

1. **\*\*Employee Rights Information\*\***: We provide our employees with information regarding their rights to organize, form a union, and engage in collective bargaining.

2. **\*\*Non-Discrimination Policy\*\***: Our policies explicitly prohibit any discrimination against employees for engaging in protected activities under the NLRA.

3. **\*\*Training and Education\*\***: We conduct regular training sessions for management and staff to ensure awareness and understanding of NLRA compliance.

4. **\*\*Open-Door Policy\*\***: We encourage employees to voice their concerns or questions regarding their rights, and we have established a process for addressing any potential violations.

Should you have any questions concerning our NLRA compliance efforts, please feel free to reach out to us at [Your Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]