NOTICE OF RECOMMENDED SALARY

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

This is to advise you that a monthly/annual salary of $\_\_\_\_\_\_\_\_\_\_ for the \_\_\_\_\_\_ academic/fiscal year has been recommended for you effective \_\_\_\_\_\_\_\_\_\_, 20\_\_\_, which salary is subject to the approval of the Tennessee Board of Regents and the Department of Finance and Administration. You will be notified of any changes in the proposed salary.

Sincerely,