

First Letter to Aggressor

**Date:**

**From:**

To:

Dear \_\_\_\_\_

I was shocked, hurt, and humiliated when you said to me: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hope this will not happen again, because it was very upsetting and unwelcome.

Sincerely,

\_\_\_\_\_

Employee Signature