

Otto-Friedrich-Universität Bamberg



Department III/Human resources

Name _____, Date of birth _____

Advice on contractual cut-off periods for employees

All claims resulting from the employment relationship are subject to certain cut-off periods. Claims not asserted in time and in the prescribed form will expire. Therefore, we quote the most important terms of contractual cut-off periods as follows:

Your employment is based on TV-L [state employees salary scheme].

The term for the relevant contractual cut-off period is as follows (art. 37 TV-L [state employees salary scheme]):

"Claims resulting from the employment relationship will expire if they are not asserted within a cut-off period of six months after the due date by the employee or employer in written form.

A one-time assertion will suffice for subsequent claims regarding the same incidence."

Issued to employee

Bamberg, (date) _____

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Employee's signature