

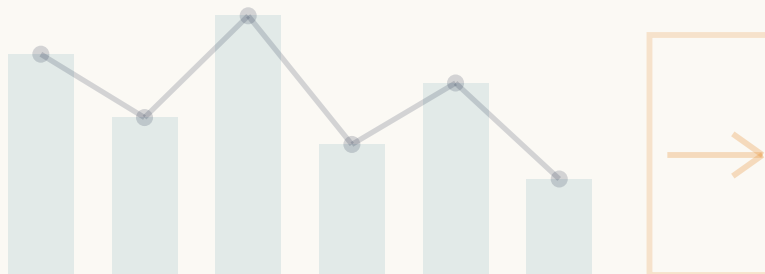


AN ARDENT WORKSHOP PRODUCT

Free Exit- Interview Form

Capture one exit with structured reasons — free from Ardent Workshop.

[Start here](#)



Your free exit-interview form

A good exit interview is the cheapest, richest insight you have into why people leave — but only if you capture it consistently. This free form gives you a structured way to record one departure: the details, the structured reason, whether it was voluntary and whether it was regrettable, and a question set to guide the conversation.

How to use it

- 1 Open Exit-Interview-Form.xlsx in Excel, Google Sheets, or LibreOffice.
- 2 Fill in the departure details; tenure and the reason category calculate for you.
- 3 Use the question set in the conversation, and pick one primary reason from the built-in taxonomy.

READY TO SEE THE TREND?

This form captures one exit. The full Exit-Interview & Turnover-Analytics Workbook captures them all and turns them into analytics: your turnover rate by team, manager, and tenure, the regrettable-vs-non-regrettable split, the reasons people leave, and an estimated cost of turnover — one owned 8-tab workbook (Excel, Google Sheets & LibreOffice) plus four guides. [Get the full Turnover-Analytics Workbook >](#)

Free form from Ardent Workshop. A management-analytics aid, not HR, legal, or financial advice, and not an assessment of any real person. The example is fictional and illustrative. Keep exit data confidential to those who need it. Free to use; please don't resell or redistribute.