

Resignation Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Manager's Name],

I am writing to formally resign from my position at [Company's Name] effective [last working day, typically two weeks from the date above].

This decision has not come easily; however, due to persistent stress-related health issues, I have reached a point where I need to prioritize my well-being. After careful consideration, I believe stepping away from my role is in the best interest of my health.

I am grateful for the opportunities I have had at [Company's Name] and appreciate the support from you and my colleagues during my time here. I will do everything in my power to ensure a smooth transition before my departure.

Thank you for your understanding.

Sincerely,

[Your Name]