

**[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 hope this message finds you well. I am writing to formally withdraw my resignation, which I submitted on [original resignation date]. I sincerely appreciate the opportunity for a temporary job extension and have decided to remain with [Company's Name] during this period.

This decision was not made lightly, as I have truly valued my time at [Company's Name], working alongside such a talented team. I believe that continuing my role will allow me to contribute further to our projects and goals.

Thank you for your understanding and support during this time. I look forward to embracing this new opportunity and continuing my work here.

Best regards,

[Your Name]