

Resignation Letter

Date: [Insert Date]

To: [Manager's Name]

Company: [Company Name]

Address: [Company Address]

Dear [Manager's Name],

I am writing to formally resign from my position as UX/UI Designer at [Company Name], effective [Last Working Day, typically two weeks from the date above].

It has been a great opportunity to work with such a talented team and contribute to exciting projects. I have learned a lot during my time here, and I am grateful for the support and mentorship I received.

During my remaining time, I will do everything I can to ensure a smooth transition. Please let me know how I can help in this process.

Thank you once again for the opportunities for personal and professional development. I hope to keep in touch in the future.

Sincerely,

[Your Name]

[Your Contact Information]