

[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]

## **Subject: Resignation Letter**

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].

After careful consideration, I have decided to leave due to inadequate compensation for my role and responsibilities. While I have enjoyed working with the team and contributing to the company's success, I find that my current compensation does not reflect my contributions or align with industry standards.

Thank you for the opportunities for personal and professional growth that you have provided me during my time at [Company's Name]. I hope to keep in touch, and I wish the company continued success in the future.

Sincerely,

[Your Name]