

[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 resign due to the ongoing concerns regarding my salary, which has not met the standards we discussed during my hiring process. Despite my efforts to address this matter, I find that I must prioritize my financial well-being and pursue opportunities that align with my salary expectations.

I am grateful for the experiences and opportunities I've had at [Company's Name] and appreciate the support I've received from you and the team. I am committed to ensuring a smooth transition and will do my best to complete any outstanding tasks during my remaining time.

Thank you for your understanding.

Sincerely,

[Your Name]