

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally resign from my contractor position with [Company Name], effective immediately upon the completion of the [Project Name] project.

It has been a rewarding experience working with the team, and I appreciate the opportunities I have been given during my time here. I am proud of what we achieved together and will carry the skills I have gained into my future endeavors.

Thank you for your understanding, and I wish [Company Name] continued success.

Sincerely,

[Your Name]