

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 at [Company Name], effective [Last Working Day, typically two weeks from the date above].

While I have appreciated the opportunity to work with your team, I must express my concerns regarding the work environment. I have found the dynamics challenging and believe that it has affected my ability to contribute effectively. After careful consideration, I believe resigning is the best decision for my professional growth.

I am grateful for the experiences I've had during my time here and hope to maintain a positive relationship moving forward. I wish the team continued success.

Thank you for your understanding.

Sincerely,

[Your Name]