

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

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]. This decision has not been made lightly, but it is in response to the unprofessional behavior I have encountered in the workplace.

Despite my efforts to address these issues, I feel that my concerns have not been adequately acknowledged or resolved. I believe that a healthy work environment is essential for productivity and well-being, and unfortunately, I no longer feel that this is possible in my current role.

I appreciate the opportunities I have had during my time at [Company's Name], and I wish the team success in the future. Please let me know how I can help during the transition period.

Thank you for your understanding.

Sincerely,

[Your Name]