

[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]

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].

My decision to leave stems from a growing concern regarding the lack of transparency within our organization. I believe that clear communication is vital for a productive work environment, and unfortunately, I have felt increasingly disconnected from the company's goals and decisions.

While I appreciate the opportunities I have had during my time at [Company's Name], I must prioritize my professional integrity and seek an environment where openness and transparency are valued.

Thank you for the opportunities for personal and professional development during my tenure. Please let me know how I can assist during the transition.

Sincerely,

[Your Name]