

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[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]. This decision has not been easy, but after careful consideration, I believe it is necessary for my mental health and overall well-being.

Over the past few months, I have realized that prioritizing my mental health is crucial for my personal development and happiness. I appreciate the support that [Company's Name] has provided, but I feel that I need to take this time to focus on my health and explore new opportunities in a less demanding environment.

Please let me know how I can help during the transition period. I am committed to ensuring a smooth handover of my responsibilities.

Thank you for your understanding and support. I look forward to staying in touch.

Sincerely,

[Your Name]