

Dear [Manager's Name],

I am writing to formally resign from my position at [Company Name], effective [Last Working Day]. This decision comes after careful consideration of my personal well-being and self-care priorities.

Over the past few months, I have realized the importance of taking a step back to focus on my health and mental well-being. I believe that prioritizing self-care is essential for both personal and professional growth.

I want to express my gratitude for the opportunities I've had at [Company Name]. I truly appreciate the support and encouragement from you and my colleagues. I hope to maintain a positive relationship moving forward.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Job Title]

[Your Contact Information]