

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer'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].

After much reflection, I have realized that the demands of travel associated with my role have led to significant stress and strain on my personal well-being. It has become increasingly clear that I need to prioritize my health and find a more balanced lifestyle.

I appreciate the opportunities I have had during my time at [Company's Name] and am grateful for the support and team spirit I have experienced. I will do my best to ensure a smooth transition before my departure and will be happy to assist in training a replacement if needed.

Thank you for your understanding. I hope to stay in touch, and I wish the company continued success in the future.

Sincerely,

[Your Name]