

Resignation Letter

Date: [Insert Date]

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally resign from my position at [Company Name], effective [Last Working Day, typically two weeks from the date above].

This decision comes from my desire to connect with the world through travel and exploration. I have always believed in the enriching experience that travel brings, and it is time for me to pursue this passion.

I am truly grateful for the opportunities I have had during my time at [Company Name]. I appreciate the support and guidance you've provided and the wonderful colleagues I have had the pleasure to work alongside.

As I transition, I will do everything possible to ensure a smooth handover of my responsibilities. Please let me know how I can assist during this time.

Thank you once again for everything. I hope to stay in touch and perhaps share my travel stories with the team in the future!

Warm regards,

[Your Name]

[Your Contact Information]