

Resignation Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[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].

This decision has been difficult for me, but due to serious health concerns, I must prioritize my well-being. I appreciate the support and opportunities I have received during my time at [Company's Name].

Thank you for your understanding. I wish everyone at [Company's Name] continued success.

Sincerely,

[Your Name]