

# Resignation Letter

Date: [Insert Date]

To,

[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, typically two weeks from the date above].

This decision was not easy and involved considerable thought, as I have truly appreciated the opportunities for professional and personal development during my time here. However, due to the high-pressure nature of the job and the toll it has taken on my well-being, I believe it is necessary for me to move on to a role that better aligns with my mental and emotional health.

Thank you for the guidance and support you have provided during my tenure. I have learned so much and will carry those lessons with me into my next venture. I wish the team continued success and hope to maintain a positive relationship moving forward.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]