

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[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 of the letter].

After careful consideration, I have decided to leave due to ongoing negative team dynamics that have made it increasingly difficult for me to perform at my best. It has been a challenging decision, but I believe it is necessary for my professional growth and well-being.

I appreciate the opportunities I've had during my time at [Company's Name] and wish the team all the best in the future. I am committed to ensuring a smooth transition and will do my best to wrap up my duties before my departure.

Thank you for your understanding.

Sincerely,  
[Your Name]