

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Manager's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Manager's Name],

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

It is with regret that I have come to this decision. Unfortunately, I have experienced inappropriate behavior from colleagues which has created a hostile work environment. Despite my efforts to resolve these issues, I feel that my well-being and professional development are at risk.

I appreciate the opportunities I have had during my time at [Company Name] and wish you and the team the best moving forward.

Thank you for your understanding.

Sincerely,

[Your Name]