

Resignation Letter

[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 above].

While I have appreciated the opportunities for growth and development during my time here, I have found that persistent disagreements with co-workers have made it increasingly difficult for me to remain productive and satisfied in my role.

It is with a heavy heart that I make this decision, but I believe it is in my best interest to pursue a work environment that aligns with my values and work style.

I am committed to ensuring a smooth transition and will do everything possible to hand over my responsibilities effectively in the remaining time.

Thank you for the opportunities I have had while working at [Company's Name]. I hope to maintain professional connections moving forward.

Sincerely,

[Your Name]