

Resignation Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Resignation Letter

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].

While I have appreciated the opportunities for growth and collaboration, I have come to realize that my personal beliefs and values no longer align with the direction of the organization. This has made it increasingly difficult for me to contribute to our goals effectively.

Thank you for the support and guidance during my time at [Company Name]. I wish you and the team all the best in the future.

Sincerely,

[Your Name]