

Confirmation of Volunteer Resignation

Date: [Insert Date]

Dear [Volunteer's Name],

We have received your resignation from your volunteer position at [Organization Name], effective [Last Day of Volunteering]. We would like to take this opportunity to express our gratitude for your dedication and service during your time with us.

We appreciate the contributions you have made to our organization and the impact you have had on our community. You will be missed.

If you need any assistance during your transition or would like to discuss your experience with us, please do not hesitate to reach out.

Thank you once again for your hard work and commitment. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]