

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 at the end of my contract on [Contract End Date].

I appreciate the opportunities for personal and professional development that you have provided me during my time at the company. I wish you and the team all the best for the future.

Thank you for your guidance and support.

Sincerely,

[Your Name]