

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 as [Your Job Title] at [Company Name], effective [Last Working Day, typically two weeks from the date above].

This decision was not an easy one, but after careful consideration, I have decided to pursue my passion for freelance photography. I believe this new path will allow me to grow both personally and professionally in ways I have always envisioned.

I am incredibly grateful for the opportunities I've had during my time at [Company Name] and for the support from you and my colleagues. I will do everything possible to ensure a smooth transition during my remaining time at the company.

Thank you once again for your understanding. I hope to stay in touch and will cherish the memories and experiences I've gained here.

Sincerely,

[Your Name]