

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 to work here, I have found it increasingly difficult to manage workplace conflicts that have impacted my ability to perform to the best of my abilities. After much consideration, I believe that resigning is the best decision for my personal and professional well-being.

Thank you for the support and opportunities during my time at [Company's Name]. I hope to maintain a positive relationship moving forward.

Sincerely,

[Your Name]