

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your 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]. This decision has not come easily, but after much consideration, I feel the need to pursue my lifelong dream of world exploration.

Traveling has always been a passion of mine, and I believe that this journey will provide me with invaluable experiences and insights that will help me grow both personally and professionally.

I am grateful for the opportunities and support I've received during my time at [Company's Name]. I appreciate the guidance from you and the team, and I will carry these lessons with me as I embark on this new adventure.

During my remaining time, I am committed to ensuring a smooth transition and will assist in wrapping up my current projects. Please let me know how I can help during this period.

Thank you once again for everything. I hope to stay in touch and wish the team continued success.

Sincerely,

[Your Name]