

Resignation Letter

Date: [Insert Date]

[Manager's Name]
[Company's Name]
[Company's Address]

Dear [Manager's Name],

I am writing to formally resign from my position at [Company's Name], effective [Last Working Day]. This decision was not an easy one, as my time spent here has been incredibly rewarding.

I want to take this opportunity to express my gratitude for the support I have received during my tenure. Working alongside such talented colleagues has greatly enhanced my skills, and I truly appreciate the opportunities for growth and development that I have been given.

Reflecting on my time here, I cherish the projects I have contributed to and the relationships I've built. I am proud of our achievements and will carry these experiences with me as I move forward in my career.

Thank you once again for all your guidance and support. I hope to keep in touch and wish the team continued success.

Sincerely,
[Your Name]
[Your Contact Information]