

# 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 Name], effective [Last Working Day, usually two weeks from the date above].

This decision has not come lightly. Over the past [duration of employment], I have sought to contribute positively to the team. However, I find myself unable to continue in my role due to a lack of support and encouragement from management. I believe that a constructive work environment is essential for both personal and professional growth, and unfortunately, I have not experienced that here.

I appreciate the opportunities I have had during my time at [Company Name] and wish the team all the best in the future.

Sincerely,  
[Your Name]