

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 at [Company Name], effective [Last Working Day]. This decision comes after much contemplation, as I have chosen to dedicate more time to my personal artistry.

Working at [Company Name] has been an enriching experience, and I am genuinely grateful for the support and opportunities provided during my time here. I will ensure a smooth transition and handover of my responsibilities before my departure.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]