

Resignation Letter

Dear [Manager's Name],

I am writing to formally resign from my position at [Company Name], effective [Last Working Day, typically two weeks from the date of this letter].

After careful consideration, I have decided to pursue creative projects that I am passionate about. This decision was not easy, but I believe it is the right step for my personal and professional growth.

I am grateful for the opportunities and support I have received during my time at [Company Name]. I have learned a great deal and appreciate the relationships I have built with my colleagues.

I will do my best to ensure a smooth transition and assist in the handover of my responsibilities.

Thank you once again for everything. I look forward to staying in touch.

Sincerely,

[Your Name]

[Your Contact Information]