

# Immediate 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's Name], effective immediately.

This decision was not easy, but after careful consideration, I believe it is the best course of action for my personal and professional growth.

I sincerely appreciate the opportunities for growth and development provided during my time at the company. I am grateful for the support from my team and the experiences I have gained while working here.

Thank you for your understanding. I wish [Company's Name] continued success in the future.

Sincerely,  
[Your Name]