

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 [Last Working Day, typically two weeks from the date above].

This decision has been a difficult one, but I have decided to dedicate my time to pursuing my artistic ventures. I appreciate the opportunities I have had at [Company's Name] and the support from my colleagues and management during my tenure.

I am committed to ensuring a smooth transition and will do all I can during my remaining time here. Please let me know how I can assist in handing over my responsibilities.

Thank you once again for the invaluable experiences and support.

Sincerely,

[Your Name]