

Resignation Notice

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 not come lightly, but it is a necessary step due to ongoing persistent infractions that have not been addressed despite previous discussions.

While I appreciate the opportunities for professional development during my time at [Company's Name], the environment has become increasingly untenable for me. I believe it is in my best interest to pursue other opportunities that align with my values and professional aspirations.

Thank you for your understanding. I wish the company continued success moving forward.

Sincerely,

[Your Name]