

Volunteer Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Organization's Name]

[Organization's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally resign from my volunteer position with [Organization's Name], effective [Last Day of Volunteering].

I want to take this opportunity to express my sincere gratitude for the wonderful experience I've had while volunteering with your team. The skills I have gained and the friendships I have formed mean a great deal to me.

Thank you for the support, guidance, and all the insightful experiences that have enriched my life during my time with [Organization's Name]. I will carry these memories with me and hope to keep in touch in the future.

Wishing you and the organization continued success. Please let me know if there is anything I can do to help during the transition.

Warm regards,

[Your Name]