

# Volunteer Resignation Announcement

Dear [Volunteer Coordinator/Team],

I hope this message finds you well. I am writing to formally resign from my volunteer position with [Organization Name], effective [Last Working Day, e.g. two weeks from today].

It has been a pleasure to serve alongside such dedicated individuals and contribute to [specific cause or project]. I am grateful for the experiences and for the opportunity to make a difference.

Thank you for the support and encouragement during my time here. I wish you and the team continued success in all your future endeavors.

Sincerely,  
[Your Name]  
[Your Contact Information]