

# Resignation Acceptance Letter

Date: [Insert Date]

[Employee Name]

[Employee Address]

[City, State, Zip Code]

Dear [Employee Name],

We have received your resignation letter dated [Insert Resignation Date] and have accepted your decision to resign from your position as [Employee's Position] at [Restaurant Name]. Your last working day will be [Last Working Day].

We appreciate the contributions you have made during your time with us and wish you the best in your future endeavors.

Thank you for your hard work and dedication.

Sincerely,

[Manager's Name]

[Restaurant Name]

[Restaurant Address]

[Phone Number]