

Resignation Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[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 as Interior Designer at [Company's Name], effective [Last Working Day, typically two weeks from the date above].

This decision was not easy and took a lot of consideration. I have enjoyed working with the team and have appreciated the opportunities for personal and professional development during my time here.

Thank you for your support and guidance throughout my tenure. I hope to keep in touch, and I wish you and the company continued success.

Sincerely,

[Your Name]