

# Resignation Letter from Volunteer Duties

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally resign from my volunteer position at [Organization's Name], effective [Last Working Day, Date]. This decision was not an easy one to make, but I believe it is in the best interest of both myself and the organization.

I am grateful for the opportunity to have volunteered with such a dedicated team and to have contributed to [mention any specific projects or experiences]. I have learned a great deal during my time here and will always cherish these experiences.

Please let me know how I can assist during the transition period. I hope to stay in touch, and I wish the organization continued success in the future.

Thank you for your understanding.

Sincerely,

[Your Name]