

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]

Subject: Resignation Letter

Dear [Manager's Name],

I am writing to formally resign from my position at [Company's Name], effective [Last Working Day, typically two weeks from the date above].

This decision has not come lightly, but after careful consideration, I have determined that the current hostile work atmosphere is detrimental to my well-being and professional growth. I believe it is in my best interest to seek an environment that is more conducive to my values and work style.

I appreciate the opportunities I have had during my time at [Company's Name] and wish the team continued success. Please let me know how I can assist during the transition process.

Thank you for your understanding.

Sincerely,

[Your Name]