

# Immediate Effect 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 at [Company's Name], effective immediately. This decision comes as a result of my plans to relocate, which have come up unexpectedly.

I appreciate the opportunities I have had during my time at [Company's Name] and the support from you and my colleagues. I regret any inconvenience my departure may cause.

Thank you for your understanding. I wish the company and my team continued success.

Sincerely,

[Your Name]