

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Resignation Letter**

Dear [Recipient Name],

I am writing to formally resign from my position at [Company Name], effective [Last Working Day]. This decision has not come easily, but it is influenced by my growing concerns regarding the lack of adherence to ethical guidelines within the organization.

Throughout my tenure, I have observed practices that I believe compromise our integrity and commitment to ethical standards. As someone who values professionalism and accountability, I can no longer be part of an environment that does not prioritize these principles.

I appreciate the opportunities I have had while working at [Company Name] and the support of my colleagues. However, I must prioritize my ethical beliefs and professional integrity.

Thank you for your understanding. I wish [Company Name] the best in the future.

Sincerely,

[Your Name]