

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally resign from my position at [Company Name], effective [Last Working Day, typically two weeks from the date above]. This decision comes after the recent announcement of the stakeholders' merger, which I believe is a pivotal moment for the organization.

While I have appreciated my time at [Company Name] and have learned a great deal, I feel that this new direction does not align with my career goals and aspirations. I believe it is in both my and the company's best interest to part ways at this time.

I am committed to ensuring a smooth transition during my remaining time and will do everything possible to hand over my responsibilities effectively.

Thank you for the opportunities for personal and professional development that you have provided me during my time here. I look forward to staying in touch and wish [Company Name] continued success in the future.

Sincerely,

[Your Name]