

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 [Last Working Day, typically two weeks from the date above].

This decision has not been easy, but I have decided to leave due to the uncomfortable work environment that has affected my well-being and productivity. I believe this decision is in the best interest of my mental and emotional health.

I appreciate the opportunities I have had during my time at [Company's Name] and wish the team all the best in the future.

Thank you for your understanding.

Sincerely,

[Your Name]