

# 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 come easily, but I have been struggling with mental stress issues that have made it increasingly difficult for me to perform my duties effectively. After careful consideration, I believe that stepping away from my role is the best decision for my mental well-being.

I truly appreciate the opportunities I have had during my time at [Company's Name]. I am grateful for the support from you and my colleagues, and I will cherish the experiences and knowledge gained.

Thank you for your understanding. I hope to leave on amicable terms and wish the company continued success in the future.

Sincerely,

[Your Name]