

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your 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].

Unfortunately, after much consideration, I have decided to leave due to the unsuccessful negotiations regarding my contract. I believe that my contributions to the team have been significant, but I can no longer continue under the current circumstances.

I appreciate the opportunities I have had at [Company's Name] and the support from my colleagues. I wish the company continued success in the future.

Thank you for your understanding.

Sincerely,

[Your Name]