

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].

This decision comes after much contemplation, particularly in light of our recent discussions regarding the [specific agreement or project]. Despite our efforts, it has become evident that we are not reaching a fruitful resolution that meets the expectations of both parties involved.

While I have appreciated my time with the company and the opportunities I have had to grow, I believe it is in my best interest to pursue other opportunities that align more closely with my professional goals.

Thank you for the support and guidance during my tenure. I wish [Company's Name] the best in its future endeavors.

Sincerely,

[Your Name]