

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Employer's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally resign from my position as [Your Position] at [Company Name], effective [Last Working Day, typically two weeks from the date above].

I want to express my gratitude for the opportunity to work with [Company Name] during the seasonal employment period. It has been a valuable experience, and I appreciate the support and guidance provided by you and the team.

Thank you once again for this opportunity. I hope to maintain our professional relationship in the future.

Sincerely,

[Your Name]