

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To,

[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].

My decision comes after considerable thought and reflection on the current work environment. Unfortunately, I have experienced a lack of collaboration and support within the team which has hindered my ability to perform to the best of my abilities. Despite my efforts to foster a more cooperative atmosphere, I find that I cannot continue in an environment that does not align with my professional values.

I appreciate the opportunities for growth and development that have been afforded to me during my time at [Company's Name]. I wish you and the team all the best in future endeavors.

Thank you for your understanding.

Sincerely,

[Your Name]