

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 two weeks from today, [Last Working Day]. My decision to leave has been greatly influenced by my recent extended travel experiences, which have opened my eyes to new perspectives and opportunities in life.

During my travels, I have gained invaluable insights that have encouraged me to pursue a path that aligns more closely with my passions and long-term goals. While I am grateful for my time at [Company's Name], I feel it is the right moment for me to embrace new adventures.

I want to express my sincere gratitude for the support and guidance I received while working here. I am committed to making my transition as smooth as possible and will ensure that my responsibilities are wrapped up before my departure.

Thank you once again for the wonderful experiences and the contributions I was able to make during my time with the company. I hope to stay in touch, and I wish [Company's Name] continued success in the future.

Warm regards,

[Your Name]