

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Manager's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Manager's Name],

I am writing to formally resign from my position at [Company Name], effective [Last Working Day, typically two weeks from the date above]. This decision comes after careful consideration, particularly concerning a dispute related to my contract.

Unfortunately, despite my efforts to resolve the issues surrounding [briefly outline the nature of the contract dispute], I have found it increasingly difficult to continue my role under these circumstances.

I appreciate the opportunities I have had at [Company Name] and wish everyone the best in the future. Please let me know how I can assist in the transition during my remaining time.

Thank you for your understanding.

Sincerely,

[Your Name]