

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Subject: Resignation Letter

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 did not come lightly; however, the ongoing commute-related hardships have significantly impacted my well-being and productivity.

Despite my efforts to manage the long travel time, it has become increasingly challenging for me to meet both my personal commitments and professional expectations effectively. I believe that this decision is in the best interest of my health and career growth.

I am grateful for the opportunities and experiences I've gained during my time at [Company's Name]. I hope to stay in touch and wish the company continued success in the future.

Thank you for your understanding.

Sincerely,

[Your Name]