

Resignation Letter

[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]

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 has not come lightly, but I feel it is necessary to step away due to ethical differences that have arisen in our workplace practices and values. It is important for me to work in an environment that aligns with my personal beliefs and professional ethics.

I am grateful for the opportunities I have had during my time at [Company's Name] and appreciate the support provided by you and my colleagues. I hope to maintain a positive relationship as I transition out of my role.

Thank you for understanding my decision.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]