

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[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 and is prompted by integrity concerns that I feel cannot be overlooked. I believe in maintaining strong ethical standards, and recent events have made it difficult for me to align my values with the practices at this organization.

Please let me know how I can assist during the transition period. I am committed to ensuring a smooth handover of my responsibilities.

Thank you for the opportunities I have had during my time at [Company Name]. I hope to maintain a positive relationship in the future.

Sincerely,

[Your Name]