

# Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company's Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally resign from my position at [Company's Name], effective [Last Working Day]. This decision comes after much contemplation and underscores my commitment to prioritizing my mental health and well-being.

In recent months, I have come to recognize the importance of maintaining mental health awareness, both personally and professionally. Taking this step is essential for me to focus on my well-being and to seek the necessary support.

I am grateful for the opportunities I have had at [Company's Name] and thankful for the support of my colleagues and management. I hope to carry forward the lessons learned during my time here.

Thank you for your understanding and support. I look forward to staying connected in the future.

Sincerely,

[Your Name]