

Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 comes in light of the recent policy shifts that I believe diverge significantly from the values and principles that I hold.

While I have appreciated the opportunities for personal and professional development during my time at [Company's Name], I feel that the new direction of the company is not aligned with my career goals and aspirations.

I am committed to making this transition as smooth as possible and will ensure that my responsibilities are up to date before my departure.

Thank you for the support and guidance you have provided me. I wish [Company's Name] continued success in the future.

Sincerely,

[Your Name]