

Resignation Letter from Board of Trustees

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Board Chair's Name]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Board Chair's Name],

I am writing to formally resign from my position as a member of the Board of Trustees for [Organization Name], effective [Last Day of Service, e.g., two weeks from today].

It has been a privilege to serve alongside such dedicated individuals and to contribute to the mission of [Organization Name]. I am proud of what we have accomplished together and will cherish the experiences and relationships I have built during my time on the board.

Thank you for the opportunity to serve. I wish the board and [Organization Name] continued success in the future.

Sincerely,
[Your Name]