

Letter of Voluntary Resignation from Board

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 on the board of [Organization Name], effective [Last Working Day]. This decision was not easy and required a lot of consideration.

I have truly enjoyed my time serving on the board and am grateful for the opportunities I've had to contribute to our mission and work alongside talented individuals.

Thank you for the support and camaraderie during my tenure. I wish the organization continued success and growth in the future.

Sincerely,

[Your Name]