

Letter indicating temporary or conditional resignation

Subject: Provisional Notice of Internship Resignation

Dear [Supervisor's Name],

Please consider this letter as provisional notice of my resignation from the internship at [Company Name], effective [Last Working Day]. This decision is pending certain personal matters, which I hope to resolve shortly.

I will confirm my final decision in writing once everything is settled. Thank you for your understanding and support.

Sincerely,

[Your Name]

[Internship Position]

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