

Medical Resignation Formal Letter

Subject: Medical Resignation - [Your Name]

Dear [Manager's Name],

It is with regret that I must inform you of my resignation from my position as [Job Title] at [Company Name], effective [Date]. This decision is due to health reasons that require my full attention and prevent me from continuing in my current role.

I have thoroughly enjoyed my time with the company and am grateful for the understanding and support you and my colleagues have shown me during recent challenges. The professional relationships I've developed here mean a great deal to me.

I will work diligently during my notice period to ensure all my responsibilities are properly transferred and documented. Please let me know how I can best assist in this transition process while managing my health considerations.

I appreciate your discretion regarding the personal nature of this resignation and thank you for your understanding during this difficult time.

Respectfully,

[Your Name]

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