

Heartfelt Resignation Letter

Dear [Manager's Name],

After [X] years of being part of the [Company Name] family, it is with a heavy heart that I submit my resignation, effective [Last Working Day]. This company has been more than a workplace—it has been a home where I learned, grew, and forged lifelong friendships.

I am incredibly thankful for the mentorship, collaboration, and support I have received throughout my career here. Leaving is bittersweet, but I look forward to new challenges while carrying cherished memories of my time here.

I pledge to make the transition smooth and offer any assistance required during this period.

Warm regards,

[Your Name]

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