

# Resignation Letter After Maternity Leave

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Today's Date]

[Employer's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Employer's Name],

I hope this letter finds you well. It is with mixed emotions that I write to formally announce my resignation from my position at [Company Name]. My last working day will be [last working day], allowing me to complete the necessary handover and transition tasks.

I have thoroughly enjoyed my time at [Company Name] and am grateful for the opportunities and experiences I have had during my tenure here. The support and understanding that the company provided during my maternity leave were truly appreciated, and it allowed me to focus on the well-being of my family.

After careful consideration, I have decided that it would be in the best interest of my family and me to dedicate more time to them at this stage in my life. The responsibilities of being a new parent demand my full attention, and I believe it is essential for me to be present during these crucial formative years of my child's life.

I want to express my heartfelt gratitude to the entire team at [Company Name] for their camaraderie, collaboration, and encouragement. Working with such talented and compassionate individuals has been a privilege, and I will cherish the relationships I have built here.

I am committed to ensuring a smooth transition before my departure. I am more than willing to assist in training my successor and to provide any necessary documentation or guidance to ensure a seamless handover of my responsibilities. Please let me know how I can best support this process.

I genuinely appreciate the opportunities for personal and professional growth that [Company Name] has offered me, and I am confident that the skills and experiences I have gained here will benefit me in my future endeavors.

Thank you once again for your understanding and support throughout this journey. I wish the entire team continued success and prosperity.

Please do not hesitate to reach out if there are any further details or arrangements that require my attention. You can contact me via email at [Your Email Address] or by phone at [Your Phone Number].

Warmest regards,

[Your Name]