

Formal resignation after maternity leave

Subject: Resignation After Maternity Leave

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally submit my resignation from my position at [Company Name], effective [last working date]. After careful consideration, I have decided not to return to work following my maternity leave, as I would like to dedicate this time to caring for my family.

I am grateful for the opportunities, growth, and support I have experienced during my time with [Company Name]. It has been a pleasure working with you and my colleagues, and I truly value the experiences I've gained.

Please let me know how I can assist in ensuring a smooth transition. I am more than willing to provide documentation, training, or other support to help during this handover period.

Thank you again for your understanding and support.

Sincerely,

[Your Full Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/resignation-letter-after-maternity-leave>