

Provisional Resignation Letter

Subject: Provisional Resignation Notice

Dear [Manager's Name],

I am submitting a provisional resignation from my role at [Company Name], effective [Provisional Last Day]. Due to medical advice and my pregnancy, I may need to leave work sooner than anticipated.

I will assist in handing over my responsibilities and ensure minimal disruption. Your understanding is greatly appreciated.

Kind regards,

[Your Name]

[Date]

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