

Casual Resignation Email

Subject: Resignation

Hi [Manager's Name],

I wanted to let you know that I have decided to resign from my role as [Your Position] at [Company Name], with my last day being [Date].

Iâ€™ve enjoyed working with the team and appreciate everything Iâ€™ve learned. Iâ€™ll make sure to wrap up current projects before leaving.

Thanks for everything,

[Your Name]

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