

Formal Return From Maternity Leave Letter

Subject: Notification of Return from Maternity Leave

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally notify you that I will be returning from my maternity leave on [return date], as previously agreed in my leave documentation.

I appreciate the support and flexibility offered to me during this period. I look forward to resuming my responsibilities and contributing to the team once again. Please let me know if any paperwork or formalities are required before my return.

Thank you once again for your understanding and assistance.

Sincerely,

[Your Name]

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