

Heartfelt resignation letter template

Subject: One Month Resignation Notice

Dear [Manager's Name],

It is with mixed emotions that I submit my resignation from [Company Name], effective one month from today. Working here has been a rewarding experience, and I am grateful for the mentorship and friendships I have gained.

During this notice period, I will ensure a smooth transition of my duties and support my team in any way possible.

Thank you for everything.

Warm regards,

[Your Name]

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