

Sad VR Acceptance Letter

Subject: Acceptance of Voluntary Redundancy

Dear [HR Manager's Name],

It is with mixed emotions that I accept the voluntary redundancy offer. While I am saddened to leave [Company Name], I am grateful for the opportunities, learning experiences, and friendships gained during my tenure.

I will ensure a smooth transition and support the team in the handover process. Please advise on the formalities and any required documentation for my departure.

Thank you for all the support and guidance over the years.

Sincerely,

[Your Name]

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