

Heartfelt voluntary termination email template

Subject: Resignation Announcement

Dear [Manager's Name],

It is with mixed emotions that I submit my resignation from [Company Name], effective [Last Working Day]. Working here has been a deeply rewarding experience, and I am truly thankful for the support and friendships I have gained.

I hope to stay in touch and wish the company continued success. I will do my best to ensure a smooth transition.

Warm regards,

[Your Name]

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