

Formal Volunteer Resignation Letter

Subject: Resignation from Volunteer Position

Dear [Coordinator's Name],

I am writing to formally resign from my volunteer position at [Organization Name], effective [Last Working Day]. Due to [reason: personal commitments, health reasons, relocation], I am unable to continue my duties.

I am grateful for the opportunity to have contributed to [Organization Name] and for the support and guidance provided during my tenure. I hope to stay in touch and possibly contribute in other ways in the future.

Thank you for your understanding.

Sincerely,

[Your Name]

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