

RESIGNATION LETTER CHANGING CAREER

[Date]

[Recipient Name]

[Recipient Address]

[Email Address]

[Date]

Dear [Recipient's Name],

Please accept this letter as formal notice of my resignation from my position as [Your Current Job Title] at [Company Name], effective [Last Working Day, typically two weeks from the date of the letter].

I have recently made the decision to transition to a new career path that aligns more closely with my long-term goals and aspirations. While I have greatly enjoyed my time at [Company Name] and value the experiences and opportunities I have gained here, I believe this career change will allow me to further develop my skills and contribute to an industry that I am truly passionate about.

I am sincerely grateful for the guidance and support you and the entire team at [Company Name] have provided me during my tenure. The knowledge and skills I have acquired here will undoubtedly prove invaluable in my new career. I would like to express my deep appreciation for the relationships I have formed, both personally and professionally, and I am confident that they will continue beyond my time at [Company Name].

Thank you again for the opportunities and experiences I have had at [Company Name]. I am looking forward to maintaining a positive relationship with everyone here and wish the company continued success in the future.

Sincerely,

R. Beaudry