LETTER OF RESIGNATION

TO: _____

FROM: _____

DATE: _____

Kindly take notice that my employment with yourselves will terminate on _____ _____ which date will be my last working day.

My reasons for such termination are:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

Yours faithfully

_____ _____

SIGNED – EMPLOYEE **DATE**