**IMMEDIATE RESIGNATION LETTER**

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DEAR \_\_\_\_\_\_\_\_\_\_\_\_\_\_,

I would like to inform you that I am resigning from my position as \_\_\_\_\_\_\_\_\_\_\_ for \_\_\_\_\_\_\_\_\_\_\_\_\_\_, effective immediately. I am making this request because of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I cannot thank you enough for the support and opportunities that this company has given me during the \_\_\_\_\_\_\_\_\_\_\_\_\_\_. I really enjoyed working in this company and working within the team. The professional and personal growth I gained in this company is something that I will never forget.

Thank you so much for your understanding regarding this matter. I will genuinely miss working in this company and if you have any questions, please do not hesitate to contact me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

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