

Good [morning/afternoon],

I hope this message finds you well. After careful consideration, I've decided to resign from my position at [Company Name]. This decision was not easy, as I've truly cherished my time here and all the experiences I've gained.

Working alongside such a talented and supportive team has been an invaluable experience. The collaboration and camaraderie we share are truly special, and I am grateful for the friendships and professional growth I've enjoyed.

I want to express my deepest gratitude to [Manager's Name] and the entire team for their guidance, encouragement, and support. Your leadership has been inspiring, and I have learned so much under your mentorship.

I will ensure a smooth transition and assist in any way possible during my last few weeks. Please let me know how I can help to make this change as seamless as possible.

Thank you once again for everything. I hope to stay in touch and wish all of you continued success.

Warm regards,

[Your Name]