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# 1 Month Notice Resignation Letter

## Example:

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

After careful consideration, I have decided to resign from my position as [Your Position], effective one month from today, on [End Date, e.g., September 28, 2023].

The growth, challenges, and accomplishments I've experienced at [Company Name] will always be cherished. With the extended notice period, I pledge to do my utmost to ensure all responsibilities are transitioned smoothly and any loose ends are tied up.

Your guidance and the company's support have been pivotal in my career journey. I will always be grateful and look forward to seeing [Company Name] soar to greater heights.

Thank you for everything.

Sincerely

[Your Name]