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# Basic Resignation Letter due to Health Reasons Example

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Supervisor's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Supervisor's Name],

I am writing to formally resign from my position as [Your Position] at [Company Name], effective [Resignation Date]. Unfortunately, my health circumstances have changed, and I need to prioritize my well-being and recovery.

I have truly enjoyed my time at [Company Name] and am grateful for the experiences and opportunities I've had. I am confident that this decision is necessary for my health and future.

I want to express my gratitude for your understanding and support during this challenging time. I am committed to assisting in any way I can during the transition process.

Thank you again for your understanding.

Sincerely,

[Your Name]