
Formal Resignation Letter for Family Reasons

Dear [Manager's Name],

I am writing to formally announce my resignation from my position as [Position Name] with [Company Name], effective [Last Working Day]. This decision, made after considerable thought, is based on pressing family obligations that necessitate my full attention and presence.

I hold [Company Name] and its mission in high regard. The professional environment here has contributed immensely to my personal and career growth. I pledge my assistance in the upcoming weeks to facilitate a smooth transition for my successor and the team.

Thank you for your understanding and for the invaluable experiences I've amassed under your guidance.

Yours sincerely,

[Your Name]