
Formal Resignation Letter for Health Reasons Example

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Manager's Name],

I regret to inform you that due to unforeseen health issues, I must resign from my position at [Company Name], effective [last working day]. It is a decision made after consultation with my healthcare provider, emphasizing the need for recovery and rest.

Working at [Company Name] has been immensely rewarding. I will always cherish the camaraderie and professional growth I've experienced here.

I am more than willing to assist in any transition-related tasks to ensure a smooth handover.

Thank you for your understanding. I remain hopeful for a future collaboration when circumstances change.

Best wishes,

[Your Name]