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# Immediate Resignation Letter

Dear [Manager's Name],

Due to unforeseen personal circumstances, I am writing to formally resign from my position as [Your Position], effective immediately. I understand the challenges this might cause and sincerely apologize for the short notice.

I am willing to assist remotely to ensure a smooth transition. I've truly valued my time at the company and am thankful for the professional growth and opportunities provided.

Sincerely,

[Your Name]