
Resignation Letter for Family Reasons without Notice

Dear [Manager's Name],

I am writing to formally resign from my position at [Company's Name], effective [last working date, e.g., September 30, 2023]. An unexpected change in my family circumstances necessitates this decision, requiring me to allocate more time to my personal life.

I am committed to ensuring a smooth transition, including assisting in finding a replacement or training a team member to take over my responsibilities. I cherish the memories, knowledge, and experience I've gained here, and I'm truly grateful for the opportunities provided to me.

Thank you for your understanding and support.

Best wishes, [Your Name]