
Voluntary Retirement Resignation Letter Example

Dear [Manager's Name],

After much contemplation, I have decided to voluntarily retire from my position as [Your Position] at [Company Name], effective [Last Working Day]. This choice stems not from necessity but from a deep desire to embark on new adventures and experiences that life post-retirement promises.

My journey at [Company Name] has been truly enriching. Each day was a new learning experience, filled with challenges to overcome and milestones to celebrate. While it's not easy to bid farewell, I am comforted by the wonderful memories I carry with me.

I pledge my complete support in ensuring a seamless transition and am open to assisting in training or offering insights that might aid my successor.

Thank you for the faith, opportunities, and the incredible journey.

Warm regards,

[Your Name]