

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Manager's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Manager's Name],

I am writing to formally resign from my position at [Company's Name], effective [Last Working Day, typically two weeks from the date above]. This decision has not come easily, but I believe it is necessary for my well-being and professional growth. I have continually found the work environment to be detrimental to my mental health and overall job satisfaction, and after much consideration, I feel it is in my best interest to pursue opportunities elsewhere.

I am grateful for the experiences I have gained during my time at [Company's Name], but I must prioritize my health and happiness moving forward.

Thank you for the opportunity to be a part of the team. I hope to leave on amicable terms and wish the company all the best in the future.

Sincerely,
[Your Name]