

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

Dear [Manager's Name],

I am writing to formally resign from my position at PZ Map, effective [Last Working Day, typically two weeks from the date above].

I have greatly appreciated the opportunities I have received during my time at PZ Map, especially in regard to [mention specific experiences, projects, or skills gained].

I will ensure a smooth transition by completing my current projects and assisting in the handover process.

Thank you for your understanding. I look forward to staying in touch in the future.

Sincerely,
[Your Name]