

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

TJ Maxx

[Store Address]
[City, State, Zip Code]

Dear [Manager's Name],

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

I would like to express my gratitude for the opportunities I have had during my time here. I have appreciated the chance to work with a fantastic team and to grow professionally.

Please let me know how I can assist during the transition period. I am committed to making this process as smooth as possible.

Thank you once again for everything. I hope to stay in touch, and I wish TJ Maxx continued success in the future.

Sincerely,
[Your Name]