

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

Tzumi

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

Dear [Manager's Name],

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

I appreciate the opportunities and support provided during my time at
Tzumi. I have enjoyed working with the team and contributing to our
projects.

Please let me know how I can help during the transition.

Thank you again for everything.

Sincerely,

[Your Name]