

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

Dear [Manager's Name],

I am writing to formally resign from my position at Tzowla, effective [last working day, typically two weeks from the date of the letter].

I have enjoyed working at Tzowla and am grateful for the opportunities for professional and personal development that I have received during my time here. It has been a pleasure to be part of such a talented team, and I appreciate all the support and guidance you've provided me.

Thank you once again for the opportunity to be part of Tzowla. I wish the company continued success and hope to stay in touch.

Sincerely,
[Your Name]