

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

xkglow

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

Dear [Manager's Name],

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

I am grateful for the opportunities and experiences I have gained while
working here. I appreciate your support and guidance during my time with
the company.

I am committed to making this transition as smooth as possible and will
do everything I can to assist in the handover of my responsibilities.
Thank you once again for everything. I hope to stay in touch and wish
xkglow continued success in the future.

Sincerely,
[Your Name]