**LETTER TEMPLATE**

**NURSE RESIGNATION LETTER**

**[Name]**

**[Address]**

**[Email]**

**[Phone]**

**[Date]**

**[Hospital]**

**[Address]**

Dear **[Name of manager/Supervisor]**

I would like to inform you that I am resigning from my position as a behavioral/psychiatric-health nurse at [**Hospital].** effective June 15, 20XX.

Thank you for the opportunity you have given me these past few years. It has been an honor and a pleasure to have worked for **[Hospital].** I am grateful for the experiences gained and the positive impact it will have on me moving forward as a healthcare provider.

Sincerely,

**[Signature]**

**[Name]**