**24 HOURS RESIGNATION LETTER FOR NEW JOB**

Today’s Date

Your Manager's Name
Manager's Title
Company Name

Dear Mr./Ms. Manager:

This is to inform you that I have accepted a position in another company. Therefore, I would like to offer my resignation effective tomorrow.

I appreciate the professional development and growth from **[Company Name]**, and in particular, from you. Your mentoring support has encouraged me, and I hope that we will continue our relationship as I move forward in my career.

I wish you, and **[Company Name]** continued growth and success in the future.

Sincerely,

Your signature