

Resignation Letter for Government Teacher (With Notice Period)

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]

[Date]

To,
The Principal
[School Name]
[School Address]
[City, State, ZIP Code]

Subject: Resignation Letter with Notice Period

Respected Sir/Madam,

I am writing to formally submit my resignation from the position of [Your Designation, e.g., Government Teacher] at [School Name], effective [Last Working Day, e.g., 30 days from today as per notice period], in accordance with the required notice period as specified in my employment terms.

I am grateful for the opportunities and support provided to me during my tenure at [School Name]. The experience gained and the relationships developed with colleagues and students have been highly valuable to my personal and professional growth.

I will continue to perform my duties diligently during my notice period and will cooperate fully to ensure a smooth transition. Please let me know if there are any specific procedures I should follow or if I can assist in training a replacement.

Thank you for your understanding and support.

Yours faithfully,
[Your Name]