

Resignation Letter Sample Due to Disability or Health Condition

This **resignation letter sample due to disability or health condition** provides a respectful and professional way to inform an employer about the decision to step down from a position because of health-related challenges. It emphasizes clear communication of the circumstances, appreciation for the opportunity, and a commitment to a smooth transition, ensuring the employee maintains a positive relationship with the employer despite the difficult situation.

Sample Resignation Letter

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

[Recipient's Name]
[Recipient's Title]
[Company Name]
[Company Address]
[City, State ZIP Code]

Dear [Recipient's Name],

I am writing to formally resign from my position as [Your Position] at [Company Name], effective [Last Working Day, typically two weeks from the date above]. This decision has not come easily but is necessary due to ongoing health issues/disability that have made it increasingly challenging for me to fulfill my professional responsibilities.

I want to extend my deepest gratitude for the support, encouragement, and opportunities I have received during my time with [Company Name]. Working with such a dedicated team has been an honor, and I am appreciative of the experiences and skills I have gained.

I am committed to ensuring a smooth transition and am happy to assist in training my replacement or handing over my responsibilities during my notice period. Please let me know how I can help facilitate this process.

Thank you again for your understanding and support during this time. I hope to stay in touch and wish the company continued success in the future.

Sincerely,
[Your Name]