

Mental Health Reason Resignation Letter Template

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

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

Dear [Manager'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].

After careful consideration, I have decided to step down from my role due to personal health reasons related to my mental well-being. This decision was not made lightly, as I have greatly valued my time at [Company Name] and am truly appreciative of the opportunities and support I have received from both you and the team.

Prioritizing my mental health has become necessary, and I believe this is the best course of action for me at this time. I hope you will understand and respect my need for privacy regarding the specific circumstances.

I am committed to ensuring a smooth transition and will do all I can to complete outstanding tasks and assist in the handover process before my departure. If there is any specific way I can help during this period, please let me know.

Thank you again for your understanding, support, and the experiences I have gained during my tenure here. I wish the team and the company continued success.

Sincerely,
[Your Name]