

Resignation Letter Example for Family Emergency (No Notice Period)

[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 immediately. Due to an unforeseen family emergency, I am unable to continue my employment and, regrettably, cannot provide any notice.

This has been an incredibly difficult decision, but the circumstances require my immediate attention and presence with my family. I want to express my sincere gratitude for the support, guidance, and opportunities that you and the team have provided me during my time here.

I deeply regret any inconvenience this may cause and am willing to assist in any way possible to help with a smooth transition, given my current situation. Please let me know if there is anything I can do remotely before my departure.

Thank you again for your understanding and support during this challenging time. I hold [Company Name] and my colleagues in the highest regard and hope to stay in touch in the future.

Sincerely,
[Your Name]