
Company Resignation Letter For Health Issue

Michael Thompson
Project Manager
Innovatech Solutions
May 10, 2024

Dear **Ms. Linda Carter**,


I am writing to formally resign from my position as Project Manager at **Innovatech Solutions**, effective **May 24, 2024**. After careful consideration and consultation with my healthcare provider, I have decided to step down due to health issues that require my immediate and full attention.

I am deeply grateful for the opportunities and experiences I have had during my tenure at **Innovatech Solutions**. Working with such a talented and supportive team has been a highlight of my career, and I am thankful for the professional growth and collaboration I've experienced here.

Please let me know how I can assist during this transition period. I am committed to ensuring a smooth handover of my responsibilities and am available to help train my successor or transfer my duties as needed.

Thank you again for your understanding and support during this challenging time. I hope to stay in touch and wish **Innovatech Solutions** all the best in its future endeavors.

Sincerely,



Michael Thompson
Project Manager
michael.thompson@email.com