**From**
Your Name,
Designation,
Address.

**To**
The Manager,
Hospital Name,
City - Pin Code.

Sub: Resignation Letter.

 Please accept this letter as my formal resignation as a Staff Nurse at XYZ Hospital effective 21 May 2024.

I am thankful for the opportunities and experience I have gained here. Every skill and knowledge learned here will be useful for life. I am thankful to the hospital management and nursing team for always supporting and encouraging me.

I can provide the necessary assistance for the transition of my position, Thank you very much for the opportunity to work here.

I wish you the organization's continued success.

Sincerely,
Your name,
Signature.