

I am writing this letter to formally announce my resignation from the post of Police Inspector, from ABC Police Force, New York City. This will be effective one month from now and my last day of working here will be 10th November 2014.

It is with a heavy heart I am leaving this prestigious post in the ABC New York city Police force which is well known for its integrity and commitment in public service. Due to strictly personal reasons I have to shift base to Italy to join my family there.

It was a great privilege for me to work under the most efficient superiors like you for the past four years and I have learned a lot from my experience here. I would like to thank you as well as my other seniors and subordinates who have worked with me as a team

During the next one month I assure you my support in the smooth handover of jobs and training and assisting my replacement.

Thank you for considering this matter.

Warm Regards

Signature