

# Board Resignation Letter Conflict of Interest

[Your Full Name]

[Your Current Position]

[Organization's Name]

[Your Email]

[Your Phone Number]

[Date]

Dear [Board Chairperson's Name] and Fellow Board Members,

I am writing to tender my resignation from [Organization's Name] Board of Directors, effective immediately. After thorough reflection and consultation with my advisors, I have recognized a potential conflict of interest that could compromise my ability to serve the board with the undivided loyalty and impartiality it deserves.

My decision stems from [a new professional role/external commitments/other involvements] that might intersect with the interests of [Organization's Name]. Transparency, integrity, and the welfare of the organization have always been my top priorities. It is with these values in mind that I believe stepping down is in the best interest of both [Organization's Name] and myself.

I cannot express enough how rewarding my time on the board has been. The hard work, dedication, and vision of this team have been truly inspiring. I am grateful for the opportunity to have contributed to our shared goals and am proud of what we have achieved together.

To ensure continuity and the least possible disruption, I am fully prepared to assist with the transition process in any way that might be helpful. I will also remain a staunch

advocate and supporter of [Organization's Name], championing its mission and successes in my capacity outside the board.

Please accept my sincerest thanks for the opportunity to serve and my best wishes for the future prosperity of [Organization's Name]. I hope to maintain the relationships forged here and to support the organization's invaluable work from a new vantage point.

**With utmost respect and appreciation,**

**[Your Full Name]**