

1 Week's Notice Resignation Letter Without Notice

[Your Full Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Supervisor's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Supervisor's Name],

I am writing to inform you of my immediate resignation from my position as [Your Position] at [Company Name], effective one week from today, [Last Working Day: Date].

Resignation Details:

- Reason for Resignation:

- Last Working Day: _____

I understand that my sudden departure may cause inconvenience, and I sincerely apologize for any disruption this may cause. I will do my best to ensure a smooth transition and complete any urgent tasks before my departure.

Thank you for the opportunities and experiences provided during my time at [Company Name].

Sincerely,

[Your Full Name]

[Signature]