

Voluntary Resignation

To:

From:

I am giving notice to terminate my employment with the CRS YMCA as respite provider.

My last working day will be _____.

I am leaving for the following reason(s) :

- Accepted another job at _____.
- To attend school at _____.
- Moving out of the area to _____.
- Health/medical conditions (Doctor's orders)
- Personal/domestic reasons
- Dissatisfaction with job (salary, hours, duties) please explain: _____

- Other (state reason) _____

Signature

Date