

VOLUNTARY RESIGNATION

To:

From:

I am giving notice to terminate my employment with YMCA Childcare Resource Service as a respite provider. My last working day will be on _____.

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