[Mention the name of the sender]

[Mention the job title of the sender]

[Mention the full name of the entity]

[Mention the date]

To,

[Mention the full name of the recipient]

[Mention the job title of the recipient]

[Mention the full name of the entity]

Dear [Mention the full name of the recipient],

I am feeling very heavy at heart while constructing this letter of farewell for raising the issue of my resignation from the [mention the name of the company]. I joined the company with my talents and skills.

And the management of the [mention the name of the company] had chosen me over the other candidates; this makes me even more proud of myself. But, as [mention the reason for resignation], I am bound to bid farewell to all of you and the [mention the name of the company].

Working as the UX designer for the [mention the name of the company] would never be easier without my team, they have supported me in each of my roles, starting from measuring and optimizing applications that are usually web-based, to improving the clients' usability and creating user experience by exploring other approaches.

It is very important to mention, that I am truly blessed to have such amazing seniors, who are always willing to help their juniors. The [mention the name of the company] has given me a lot of experiences that I will use in my future endeavor. The colleagues I have got here are unmatchable, I doubt if I am ever going to get such a huge support system.

In this company, my job role also included work like conducting tests of the sample application, websites, and software to make it easy for the client to use the application with zero difficulties. I have been able to learn a lot and improve myself.

Once again, I would like to thank the [mention the name of the company] for offering me such a huge place to prove my skills.

With regards,

[Mention the name of the sender with signature]

UX designer at [Mention the name of the sender]

[Mention the mail ID or the contact number of the sender].