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# Advisory Board Resignation Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Board Chair's Name]

[Company/Organization's Name]

[Company/Organization's Address]

[City, State, Zip Code]

**Subject: Resignation from Advisory Board**

Dear [Board Chair's Name],

Please accept this letter as my formal resignation from the advisory board of [Company/Organization's Name], effective [Last Working Day, e.g., two weeks from the date of this letter or specific date].

It has been an honor to serve on the advisory board and to contribute to the strategic direction and vision of [Company/Organization's Name]. I am proud of the progress we have made together, and I am grateful for the opportunity to have been part of such an inspiring team. However, due to [reason for resignation], I must step down from my role at this time.

I am happy to work with you to ensure a smooth transition and will remain available to provide support as needed during this time.

Thank you for the privilege of serving alongside such talented individuals. I look forward to staying connected and supporting [Company/Organization's Name] from afar.

Warm regards,

[Your Name]