
Police Chief Resignation Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]

[Date]

[Recipient's Name or Title, e.g., City Manager/Mayor/Council Members]

[City/Organization Name]

[Address]

[City, State, ZIP Code]

Subject: Resignation Letter

Dear [Recipient's Name or Title],

I am writing to formally resign from my position as Police Chief of [City/Police Department Name], effective [last working day, typically a minimum of 30 days or per contract requirements].

Serving as the Chief of Police has been an incredible honor, and I am immensely proud of the progress we have made together in enhancing public safety and fostering trust within our community. However, after much reflection, I have decided that it is time for me to step down and pursue [briefly mention reason, if desired, e.g., personal goals, new opportunities, or retirement].

I am committed to ensuring a smooth transition of leadership during my remaining time and will provide all necessary support to facilitate the department's ongoing operations.

I want to extend my deepest gratitude to the [City Council, Mayor, Department Staff, and Community Members] for their collaboration and trust. The dedication and professionalism of our officers and staff have been a constant source of pride, and I am confident that the department will continue to thrive under new leadership.

Thank you once again for the privilege of serving as Police Chief. I wish the city and the department continued success in its mission to serve and protect.

Sincerely,

[Your Full Name]

[Your Signature, if submitting a hard copy]