
Police Constable Resignation Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]

[Date]

[Recipient's Name or Title]

[Department Name]

[Police Station Name]

[Address]

[City, State, ZIP Code]

Subject: Resignation Letter

Dear [Recipient's Name or Title, e.g., Sergeant/Inspector],

I am writing to formally resign from my position as Police Constable with [Police Department Name], effective [last working day, typically two weeks from the date of this letter].

It has been an honor to serve as a constable, and I am deeply appreciative of the opportunities I have had to work alongside such dedicated colleagues and contribute to the safety and security of our community. After careful consideration, I have decided to step down to [briefly explain reason, if desired, e.g., pursue new opportunities or address personal commitments].

I will ensure a smooth transition by completing my ongoing duties and assisting in any necessary handover tasks. Please let me know how I can further support this process.

Thank you for your leadership and support. I wish the department continued success in its critical mission.

Sincerely,

[Your Full Name]

[Your Badge Number, if applicable]

[Your Signature, if submitting a hard copy]