

# EMPLOYEE RESIGNATION LETTER

I, \_\_\_\_\_ (Print Name), am resigning from  
PL Ventures, Inc. because I was offered and accepted full-time  
employment at \_\_\_\_\_.  
Name of New Employer/Company

My last day with PL Ventures, Inc. will be \_\_\_\_\_.  
(fill in date)

Signed:

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Employee Signature

Date

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Supervisor Signature

Date