

## Resignation Letter

01.01.2017

From

C.Baby

ID no: 9927

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

To

The Manager-HR

ARK Innovations (A unit of BCPL)

Mettukadai, Savakkattupalayam Post,

Nambiyur 638 460

Respected Sir,

I have been working as Tailor in your Organization. Due to my personal reasons, I could not continue my duties from 11.01.2017. Therefore I herewith request you to do the needful and facilitate me to draw my salary, bonus and other allowance and close my tenure.

Kindly do the needful,

Thank you,

Yours truly,  
C.Baby