

19th February 2021

Steve Delvin

**HOARE LEA**

11 Old School Close

Ferndown

BH22 9UN

Dear Steve,

After much time for consideration, it's with a heavy heart that I submit my resignation from the role of Principal Engineer at Hoare Lea.

I would like to thank you for all the opportunities you have provided throughout the 8 and a half years of my time here. I do not mean that in the typical way either.

I practically grew up in Hoare Lea, and wouldn't be the person I am today without you and the people who have supported me and worked with me along the way. I would like to emphasise that this decision has not been taken lightly in any way, shape or form. However, the time has come for me to take on a new challenge.

I could go on, but, I feel it is better left as we discussed. I truly hope that bridges between us will remain sturdy, as I will always think of my time here fondly.

My notice period is 2 months as set out in the most recent terms and conditions of my contract, making my last day of employment with you the 16th April 2021.

I will endeavour to make the handover process during my notice period as smooth as possible, and if there is anything else I can do, please let me know.

I wish you and everyone the very best for the future.

*Kindest regards,*

Matthew Berenyi

A handwritten signature in black ink, appearing to read 'M Berenyi', with a stylized flourish at the end.

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