

## **Resignation Letter**

15 January 2026

To:

Ms. Eleanor Whitmore  
Head of Operations  
Northbridge Solutions Ltd.  
45 Harbor Avenue  
Bristol, BS1 4QA

Dear Ms. Whitmore,

Please accept this letter as formal notice of my resignation from my position as Senior Business Analyst at Northbridge Solutions Ltd., effective 15 February 2026.

This decision was not made lightly. I am grateful for the opportunities I have had to grow professionally and personally during my time with the company. Working alongside such a talented and dedicated team has been a valuable experience, and I sincerely appreciate the support and trust I have received.

Over the coming weeks, I am committed to ensuring a smooth transition. I will complete my current responsibilities and am happy to assist with knowledge transfer or the handover of ongoing projects.

Thank you again for the opportunity to be part of Northbridge Solutions Ltd. I wish the company continued success in the future.

Yours sincerely,

Daniel Harper  
Senior Business Analyst