

Date: 21th October,2020

To
Md Mizanur Rahman
Chief Operating Officer
RESPONSE Ltd.

Subject: **Resignation Letter**

Dear Sir,
With due respectfully, I would like to inform you that I joined as a Retail Sales Officer (RSO) in your company on 01.02.2018.

But now I want to resign from the position effective from 31. 10.2020 because of personal problem.

Therefore, I am requesting you to accept my resignation letter and provide me the necessary papers for clearance.

Best Regards

Md.Rasel Rana

Signature:

Cell No: 01984438867

Employee ID: RRAJ0082