

4. Resignation letter

Hi Alicia,

I would like to inform you personally that I am going to start a new job in two months.

I am thankful to Norsk Ltd. for the experience, and I am particularly thankful to you for having been so supportive and such a great leader.

However, I have found a position which better suits my career goals.

Hi Rick,

My contract is number 8796, my role code is 2443. My contract is set with a one month notice, so my last day will be 07/25/2019.

Please find attached my official resignation letter.

Kind regards,

Lynn