

RESIGNATION LETTER

Date
02-03-2021

To,
MD Sir,
MPPL,
Ranigunj.

Respected Sir

I K. Swathi working as an Asst Accts Manager in our organization. I am very sorry to inform you sir that from past 3 months my father-in-law is suffering with few health issues severely and all my family are staying at my in laws house at sangareddy from 2 months and I am alone staying in Hyderabad for job purpose from 2 months and there is no betterment in his health condition, so in emergency situation there is a need to shift myself to my inlaws house.

I request your good selves to excuse me and relieve from my services and I can attend my services as on 31.03.2021.

I am very thankful and feeling great to have an opportunity to work in our organization

With Thanks & Regards
Yours Sincerely
K. Swathi



Forward to MD Sir
MMW
5/3/21