**#Date#**

To,

**#\*firstname\*# #\*lastname\*#**

**#\*currentaddress\*#**

Subject: Withdrawal of Resignation

Further to my resignation letter dated **#resignation date#** and our conversation following the same, I write to confirm that I would like to withdraw my resignation with immediate effect.

Having spent **#experience in months or years#** here with the organization, I felt that perhaps it was time to move on to a different challenge and gain valuable career experience elsewhere. However, in our discussions since then, you have persuaded and convinced me about the growth opportunities at our own organization and have very kindly offered me a new position as **#new position or role#** which I am delighted to accept. This new role is the key reason for my change of mind.

I would like to thank you for helping me come to this decision and hope that my work here can be even more fulfilling and productive than before.

For **#\*companyname\*#**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**#Signing Authority Designation#**

**#Signing Authority Name#**

Employee Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_