

**425 Huehl Rd Bldg 13A 3 Northbrook, IL 60062**

**O (224) 707-3686  F (224) 241-3388**

**RESIGNATION NOTICE**

Date:

To Manager/Supervisor:

From:

I would like to inform you that I am resigning from my position as

from EZ Guaranteed Services, Inc.

Position

Reason:

Hereby, I am giving you two (2) weeks’ notice. will be my last day of work.

Sincerely,

Signature

Print Name

Date