**Input Fields:**

|  |  |
| --- | --- |
| **#** | **Particular to be inserted** |
| 1 | Date of Letter |
| 2 | Name of the Company |
| 3 | Address of the Company |
| 4 | Name of the Director  |
| 5 | Address of the Director |
| 6 | DIN of the Director |

Date: ……1…………

To,

The Board of Directors

……………2……………..

…………3……………..

……………………….

**Subject-Resignation Letter**

Dear Sir,

Due to certain unavoidable reasons I, ………………4……………….., not able to continue my directorship in the company. I hereby tender my resignation from the directorship of the company with immediate effect. You are therefore kindly requested to accept my resignation.

Thanks & regards,

………4…………..

DIN No.- ………6……….

Address:

………5………………..

…………………………..