

To ,
Principal
Puna International School, Zundal
Saturday, 17th April 2021

Subject : Letter to Resignation

Respected Ma'am

This is to inform you that I, **Hemal Suthar**, will have to discontinue my services at your school due to certain personal reasons.

Please accept my resignation from the post of Primary class Teacher & Co-ordinator

My last working day is 17/04/2021.

My students have given me great pleasure over the years and administration has been very supportive. I wish lots of success to the school.

Your sincerely

Hemal Suthar