

The Secretary,  
Indira Gandhi Teachers' Training College  
Tatanda; Hooghly

Sub:- Resignation Letter

Dear Sir,

I, Sri Siddhartha Giri, a lecturer of English of your institute would like to inform you that I have been appointed as an assistant teacher in a Govt. school. Most importantly, the entire procedure of appointment was conducted in a thick and fast way and I had to join the school immediately after that. Again, it was not possible for me to submit my resignation letter in time to the authority of institute.

So, I would like to request you to accept my resignation letter and kindly effect it from 06/02/2017.

Thanking you.

yours Truly  
Siddhartha Giri  
Lecturer of English  
IGTTC

Received

Imroz Choudhury  
14/03/17