**POLICE OFFICER RESIGNATION LETTER**

**From:** **[NAME OF SENDER]**  
**Address:** **[ADDRESS]**

**Phone:** **[PHONE NUMBER]**  
E-Mail: **[EMAIL ADDRESS]**

Date: **[DATE]**

**To:** **[NAME OF RECIPIENT]**  
**Address:** **[ADDRESS]**  
**Phone:** **[PHONE NUMBER]**  
E-Mail: **[EMAIL ADDRESS]**

Dear [NAME OF RECIPIENT],

This letter represents my official notice of resignation from my position as a Police Officer with the [NAME OF DEPARTMENT] Police Department be made final on the [DAY] day of [MONTH], [YEAR].

It has been with great pleasure to be alongside the individuals at [NAME OF DEPARTMENT] Police Department, and I will always appreciate the experience and knowledge I gained during my time here.

I hope the notice period is enough for you to find a replacement. Furthermore, please let me know of any help I can provide to train or assist the person who will take over my position. I will return the weapon, badge, and all other accessories issued to me by the Department as directed.

Sincerely,

[\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](http://esign.com/)

Signature

[NAME OF SENDER]

Print Name