Date

Dear XXXXX,

Effective today, I have resigned from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. My office key is enclosed and I have returned all company materials to the office.

Please return my license to the Real Estate Commission, ASAP.

Also, please direct all communications to my personal email address: xxxxxxxxxx

Thank you for everything.

Best wishes,

XXXXXXX

Cc: NHREC