

2021 Presidential Transition Resignation Letter Templates

All resignations should be emailed to EPA Administrator, Andrew Wheeler; Chief of Staff, Mandy Gunasekara; and White House Liaison, Micah Meadowcroft.

Template resignation letter if resigning before being asked to resign

This email serves as my official notice that I am resigning from the Environmental Protection Agency as **[position title, office name]**, effective **[date]**. I am choosing to resign voluntarily and was not asked to resign.

My forwarding email is **[email]** and my mailing address can be found on the back of my resignation SF-52.

Template resignation letter if resigning after being asked to resign

This email serves as my official notice that I am resigning from the Environmental Protection Agency as **[position title, office name]**, effective **[date]**. I was asked to resign due to a change in administration.

My forwarding email is **[email]** and my mailing address can be found on the back of my resignation SF-52.