To

[The recipient]  
[Business Name]

**Re. Apology for Leaving Office without Further Consideration**

Dear Mr. [NAME],

I am [name], writing to you to apologize for leaving without informing the concerned authorities. I resigned because of the row between employees, including me, over an official state of matter.

I was accused of leaking a private email from the office. I always retained the privacy of the organization and never even thought to betray the trust that the company puts in me. I always remained staunch and loyal to the company authorities in each case. The accusation of leaking sensitive information could not be proved and substantiated with ample evidence. It proved to be mere allegations and could not be manifested with evidence.

I deem the accusations as a huge blow to my self-respect, competence as an employee, and regard. Therefore, I contemplated that resignation can be the only choice to make at this tough time. I apologize for resigning without notice. I am afraid that I cannot do anything to lessen the inconvenience caused by my instant resignation. I shall be thankful if you send me a release letter and experience certificate.

You can contact me at [EMAIL]. Thank you.

Best Regards,

[name]

[signature]