

RESIGNATION

DATE: _____

TO: Franklin Parish School Board
7293 Prairie Road
Winnsboro, LA 71295

Please accept my resignation as _____
(name of position)

at the _____
(location/work site)

for reasons of _____
(specify – retirement, disability retirement, relocation, etc.)

effective _____. My last date of service will

be _____.

Additional information (optional) _____

SIGNATURE OF EMPLOYEE: _____

Accepted by: _____, Superintendent

Date: _____