



OFFICIAL RESIGNATION LETTER

I, _____, of my own free will, hereby resign from the position
(Print Name)
of _____ in the Division
of _____.

Reason: _____

My last working day will be/was _____.

As a State Classified employee if you believe this resignation was coerced or forced you may appeal to the State Personnel Board within 10 days of the date of this letter.

Colorado State Personnel Board
Attn: Appeals Processing
633 17th Street, Suite 1320
Denver, CO 80202

Resignations in lieu of disciplinary action are not eligible for appeal.

Employee Signature

Date

cc: Personnel File
Department Head