

# OFFICIAL RESIGNATION LETTER FOR NON-CLASSIFIED EMPLOYEES



I, \_\_\_\_\_, of my own free will, voluntarily resign from my position  
(print name)

of \_\_\_\_\_

in the Department \_\_\_\_\_

Reason:

My last working day will be/was \_\_\_\_\_.

I understand that pursuant to Colorado Statue 24-18-201:

- A former employee may not, within six months following the termination of his/her employment, contract or be employed by an employer who contracts with a state agency or any local government involving matters with which he/she was directly involved during his/her employment.

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_