

Formal Acceptance of Resignation Withdrawal Letter

Subject: Acceptance of Withdrawal of Resignation

Dear [Employee Name],

We have received your request to withdraw your resignation dated [Original Resignation Date]. After careful consideration, we are pleased to accept your withdrawal.

Your employment with [Company Name] will continue under the existing terms and conditions.

Kindly report to your assigned department as usual starting [Next Working Day].

We look forward to your continued contributions to the team.

Sincerely,

[Manager Name]

[Designation]

[Company Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/acceptance-of-withdrawal-or-retraction-of-resignation-letter-from-employer>