

Informal Acceptance Email for Retraction of Resignation

Subject: Your Resignation Withdrawal

Hi [Employee Name],

Thank you for your message regarding the withdrawal of your resignation. I'm happy to confirm that your request has been accepted and you can continue your role with us.

We're glad to have you remain part of our team. Let's catch up briefly this week to discuss next steps.

Best,

[Manager Name]

[Company Name]

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