

September 25, 2005

Jim Ryan  
XYZ Corporation  
1234 Morningside Road  
Augusta, ME 04330

Dear Jim,

I herewith resign my position at XYZ Corporation, effective two weeks from today.

Thank you for the opportunity to work at a place that is so forward-looking and willing to teach newcomers “the ropes”. It has been an exceptional experience working here.

I also want to take this opportunity to wish you all the best in the future.

Sincerely,

Armor Smith