Michael Parker

Smooth Street

Richmond, VA 15504

April 15, 2021

Tommy Jones

Head of Procurement Department

A&L Company

Line Road

Kansas City, MO 81505

Dear Dr. Jones,

Kindly accept my resignation from A&L Company as a Procurement Assistant. My last working day will be April 30, 2021.

I would like to sincerely thank you for granting me a chance to work at such an exceptional place.

Sincerely,

Michael Parker