



Sample Resignation Letter Ineligible to Volunteer – GSCCC 2019

Oct. 1, 2019

Volunteer Name

Address

Address

Dear Ms. Volunteer:

We are hereby accepting your resignation as the **ROLE** with **SU or Troop position** expressed to **staff person** on DATE. The resignation will restrict you from holding any official or unofficial service unit team positions.

You may be considered for SU volunteer roles in the future. To be reconsidered at a later time, please contact us at info@girlscoutsgccc.org.

It's also important for you to know that your resignation as a **ROLE** with Girl Scouts of California's Central Coast does not cancel your membership in the Girl Scout Movement or impact your family member's participation in the Girl Scout program. Thank you for the time and service you have provided.

Sincerely,

Xxx xxxxxx

Director of Member Experience

Direct Phone: xxx-xxx-xxx

Cc:

Name, Service Unit Manager

Name, Volunteer Support Manager

COUNCIL RECORD