

**DELAWARE COUNTY PERSONNEL OFFICE**  
**1 COURTHOUSE SQUARE, SUITE #2, DELHI, NEW YORK 13753**

TELEPHONE #: (607) 832-5678

FAX #: (607) 832-6044

HEALTH INSURANCE #: (607) 832-5678

Teddie Storey  
Personnel Officer



Linda Pinner, Personnel Technician  
Cindy Bauer, Sr. Human Resource Clerk II  
Brenda Stone, Sr. Human Resource Clerk I  
Frances Ackerly, Human Resource Clerk

RESIGNATION FORM

This is to inform you that I am resigning my position at Delaware County as a \_\_\_\_\_.

My last day of work will be \_\_\_\_\_.

My reason(s) for tendering my resignation is indicated below:

- 1. To seek better employment
- 2. To accept another job
- 3. Dissatisfaction with current job ( salary, hours, duties, etc.) Please indicate in the comment section below why you are dissatisfied with your position.
- 4. Personal/Domestic Reasons
- 5. Will be attending school
- 6. Voluntary retirement
- 7. Change of residency
- 8. Other

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you wish to have an exit interview with your Department Head or the Personnel Officer?

Department Head  Yes  No      Personnel Officer  Yes  No

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date