Date

**Your Name**

**Your Job Title**

**Your Manager's Name**

**Your Manager's Title**

Hi [Manager's Name],

I hope you're well. I'm writing to take back my resignation, which I submitted on [Resignation Submission Date]. I would like to continue working in my current position as [Job Title].

I understand this might have caused some inconvenience, and I'm really sorry about that. I initially resigned because my mother was seriously ill and needed home care. However, my situation has now changed, and I am able to continue working.

If you allow me to stay, I will continue to bring success to the team. For example, [List Your Achievements]. My skills and contacts in the industry can be very valuable to our company.

I understand my uncertainty might have been disruptive, but I assure you, with my situation now resolved, I am committed to growing at [Company Name] for the long term. I have attached the doctor’s note to support my reason for withdrawing my resignation.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]