

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES
1108 Bissell Avenue
Richmond, CA 94801-3135
(510) 231-1185

Date: _____

ID # _____

Please accept the resignation of _____
(Name – Please Print)

From _____ - _____
(Job Title/Classification) (Work Site/School/Department)

Last Day Worked _____ Effective _____
(Month – Day – Year) (Month – Day – Year)

Check Status: Certified or Classified

The reason for terminating my services is checked below: