[Your Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Manager's Name]
[Company Name]
[Company Address]

Dear [Manager's Name],

I am writing to formally notify you that I wish to end my paternity leave earlier than originally planned.

My leave was scheduled to end on [Original End Date]. However, I would like to return to work on [New Return Date].

I understand that I am providing [Number] weeks' notice of this change, in accordance with company policy. Please let me know if there are any specific procedures or paperwork I need to complete prior to my return.

I look forward to returning to the team and resuming my duties.

Sincerely,

[Your Signature]

[Your Printed Name]