

Dear TL Jerome and iPloy Staffing Solutions

I am writing to formally notify you that today, November 3, 2025, marks my final working day with the company. After careful consideration, I have decided to step away from my current role to pursue new opportunities and personal growth.

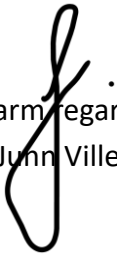
Working with iPloy Staffing Solutions has been a valuable experience, and I am sincerely grateful for the support, mentorship, and professional development I've received during my tenure. I've learned a great deal through my responsibilities in DME billing, client communications, and workflow documentation, and I will carry these skills forward with pride.

I want to extend my appreciation to the entire team, especially to you, Jerome, for your guidance and leadership. I am proud of the work we've accomplished together and the collaborative spirit that defines our workplace.

Please consider this message as my formal notice of departure. I am committed to ensuring a smooth transition and will make myself available for any final documentation or handover tasks needed today.

Thank you once again for the opportunity to be part of this team. I wish iPloy continued success and growth in the future.

Warm regards,  
El Junn Villegas

A handwritten signature in black ink, appearing to read 'El Junn Villegas', positioned to the left of the typed name.