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July 15, 2025

**iPloy OPC**

9th Floor ACCT, Bohol Street,  
Cebu Business Park, Cebu City, Phil 6000

Sir/Ma'am:

I hope this message finds you well.

Please accept this letter as formal notice of my resignation from my position of Customer Service Representative effective July 15, 2025. Regrettably departing here with such short notice due to personal circumstances created wherein I need to withdraw completely. After careful consideration, I have decided to accept a new opportunity that aligns with my long-term professional goals. This decision was not easy, as my time at iPloy has been both rewarding and instrumental in my growth.

I also would like to express that working with Verio has been a tremendous learning curve and I incredibly appreciate the opportunities this organization has provided me. I have formed valuable relationships with the team and gained so much experience in this company. I remain committed to ensuring a smooth transition over the next few days and will do my best to assist in handing over my responsibilities effectively.

Thank you once again for the opportunity to be a part of iPloy OPC. I will always look back on my experience here with gratitude.

Sincerely,



**Mary Grace R. Pableo**  
Customer Service Representative