

Sherra A. Rodrigo
0977-382-0744
Blk 3 Lot 2 Camella Homes
Talisay Cebu City 6045
Sherrarodrigo1997@gmail.com

iPloy OPC
16th floor, One Montage Bldg., Archbishop Reyes Ave
Cebu City, Cebu 6000

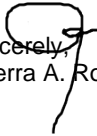
To whom it may concern,

Please accept this letter as formal notice of my immediate resignation today April 25, 2025, from my role as a Team Leader in Insurance Specialist with iPloy. I'm sorry to leave without proper notice but I need to resign immediately as you know I just had my baby few months ago and gave birth via Cesarian Section and I need to take care of myself as well as my baby.

To my supervisor I don't intend to inconvenience you and my co-worker with this news, and I hope you accept my sincere apology.

I have been with the company of almost 3 years; I appreciate the opportunities for growth and development you have provided during my stay. I wish you and the team continued success and best wishes in the future. It's been a great pleasure working with this company. Thank you very much.

Sincerely,
Sherra A. Rodrigo

A handwritten signature in black ink, appearing to be 'Sherra A. Rodrigo', written over the printed name.