

# FORMAL RESIGNATION LETTER

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February 21, 2024

Angelica P. Asi  
Customer Service Representative  
Iploy Staffing Solutions  
9<sup>th</sup> Floor, Ayala Center Cebu Tower  
Bohol Street, Cebu Business Park,  
Cebu City 6000

To whom it may concern,

Please accept this letter as a formal notification that I will be leaving my position with Iploy Staffing Solutions to pursue finding a job abroad for financial stability. My proposed last day of work will be March 21, 2024.

Thank you for the opportunities and personal development you have provided me with during my time with your company. Wishing you all the very best.

Please let me know if there's anything I need to do to make the transaction as smooth as possible.

Sincerely yours,

A handwritten signature in black ink, appearing to be 'A. Asi', written in a cursive style.

Angelica P. Asi