

Louie Celis  
Cebu City  
6000  
celislouie12@gmail.com  
12/18/2024

iPloy OPC  
9th floor, Ayala Center Cebu Tower, Bohol Street, Cebu Business Park, Cebu City,6000

Dear Sir Stephen,

I am writing to formally resign from my position as IT Staff at iPloy OPC, effective 12/31/2024.

I have greatly appreciated the opportunities and experiences provided to me during my time here. The skills and knowledge I have gained while working alongside such a talented team have been invaluable, and I am grateful for the support and guidance I have received throughout my time here at the company.

This decision has not been an easy one, but after careful consideration, I believe it is time for me to pursue new opportunities and take the next step in my career. I am committed to making the transition as smooth as possible, and I am more than willing to assist with the transfer of my responsibilities, training my replacement, or offering any necessary support during this period.

Thank you again for the opportunity to be part of iPloy OPC. I look forward to staying in touch and wish the team continued success.

Sincerely,

A handwritten signature in black ink, appearing to read 'Louie Celis', with a long horizontal flourish extending to the right.

Louie Celis