

Maria Lusia M. Alcantara  
Singson Village, Mt. Banahaw St., Subangdaku  
Mandaue City, Cebu 6014  
January 14, 2025

IPloy Staffing Solutions  
Ayala Center Cebu Tower (ACCT) Bohol St. Cebu Business Park  
Cebu City Philippines 6000

Dear Ma'am/Sir,

It is with great regret that I intend to resign from my current position as a Customer Service Representative at Iploy, effective today, January 14, 2025. This decision was not made lightly, but due to personal circumstances, I must prioritize taking care of my daughter at this time.

I want to express my sincere gratitude for the support, guidance, and opportunities I've received during my 2 years and 4 months stay at the company. It has been a privilege to work alongside such a talented and dedicated team, and I value the experiences I've gained here.

Thank you for your understanding and support during this time. I hope to stay in touch, and I wish Iploy continued success in the future.

Sincerely,  
Maria Luisa Alcantara

