

December 30, 2022

Genena A. Migabon

Customer Service Representative

iPloy, OPC

To whom it may concern,

Good day!

I am submitting this letter as my official resignation letter.

The opportunities provided to me by this company have helped me enhance my skills and provided me more knowledge in this industry.

However, recently, I have been pessimistic due to some reasons – personal and work-related. My mental and physical health have been greatly affected. I believe it is best for me to give myself a break away from stress and pressure that I experienced the past few months. Therefore, I am submitting this letter of resignation effective on December 30, 2022.

I am truly grateful for the guidance and opportunities provided to me by iPloy. I hope you will understand my situation and accept my resignation.

Sincerely,

A handwritten signature in black ink, appearing to read "Genena", is centered within a light green rectangular box.

Genena Austre Migabon