

## RESIGNATION LETTER

Dear HR and iPloy Company,

I am writing to formally resign from my position as Intake Specialist at iPloy Company, **effective immediately** as of **December 30, 2025**. I have greatly appreciated the opportunities and experiences I have gained during my tenure, and I am truly grateful for the support and guidance provided by my colleagues and superiors.

After careful consideration, I have decided to focus on continuing my studies to further my professional development. This decision is essential for my long-term career growth, and dedicating my time and efforts to my education will allow me to pursue my goals more effectively.

I sincerely appreciate the valuable experiences and professional relationships I have built at iPloy Company. I hope to stay in touch and look forward to any future opportunities where our paths may cross again.

Thank you very much for your understanding and support.

Sincerely,



Christy Mae Jane Grafe