

November 2, 2022

CC: IPLOY

To whom it may concern;

I am writing this letter, formally to inform you that I am withdrawing my application as a trainee in IPloy, effective today. In line with this, I would like to express my gratitude to the company for honing my skills in a short span of time. With a heavy heart, I took into consideration all aspects before arriving at this decision. I have decided to no longer continue for personal matters and with this, I can't perform my duties to the fullest of my abilities.

Forever, I will be grateful for all the lessons I learned from the company that we shared in a short span of time. Moreover, I have finally made my decision to resign due to a major family problem and personal reasons. Once again, my sincerest gratitude for the opportunity. I hope to depart on good terms with sincere understanding. I wish you all the best in the future. Should you have any questions and clarifications regarding my resignation, please feel free to contact me.

Respectfully,


BRIDGETTE ANNE R. BENOLIRAO
IPLOY TRAINEE