

Eballe, Dave A.  
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Justine, Ignacio  
Team Leader  
IPLOY COMPANY  
16th Floor, One Montage, Archbishop Reyes, Cebu City 6000 Cebu City, Philippines.

Dear Ms. Ignacio

I regret having to give notice of my resignation, which is effective right away. I sincerely beg that you accept my resignation from the role of agent from this day, December 22, 2022, and I apologize for not being able to give you greater notice.

Although I am aware that this violates the provisions of my employment contract, I respectfully request that you waive this provision in light of my unique personal circumstances. I'm sure anyone you choose to replace me will be able to carry on where I left off without too much trouble, and I want to thank you for all the lessons you taught me and my coworkers who support me.

I appreciate everything you do to make IPLOY such a spectacular place to work. You and the rest of the employees at the office will be missed. Even though it has just been a month, working has been a tremendous delight. I sincerely apologize for not being able to part ways on better terms.

I hope that we can stay in touch. You can reach me at my personal phone number or by email.

Yours Sincerely,

Eballe, Dave