



16th floor, One Montage, Archbishop
Reyes Ave, Cebu City, Cebu
6000

February 17, 2025

To Whom It May Concern:

This is to inform you that I am officially resigning as a Customer Service Representative at iPloy effective immediately. I apologize for the short notice and regret any inconvenience this may have caused the company.

After careful consideration, I have decided that it is the right time for me to move on to new challenges and opportunities that will allow me to grow further in my career.

I want to take this opportunity to express my sincere gratitude to the team and my TL Joe Abaa for the support, guidance, camaraderie and invaluable experience that I have received throughout my time here.

Thank you again for the support and opportunity to work with such a great team. Wishing you and the team continued success.

Best regards,

A handwritten signature in black ink, appearing to read "Orlean Mae Gecain".

Orlean Mae Gecain