

Hanna Mae Petagara
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May 13, 2025

Ms. Iris Arcilla
Ms. Ramelyn Castañares
HR Manager
iPloy, OPC
16th floor, One Montage, Archbishop
Reyes Ave, Cebu City, Cebu

Dear Ms. Maw and Ms. Ramz:

Please accept this letter as my formal resignation from the position of Talent Acquisition Specialist at iPloy OPC. As per the company's policy, I will be completing a **30-day notice period**, with my last working day being **June 17, 2025**.

This wasn't an easy choice, but due to increased financial responsibilities, I need to explore other opportunities that can better support my needs.

I'm truly thankful for the chance to be part of the iPloy team for the past two years. I've learned so much and have really valued the experiences and connections I've made here.

Wishing you all continued success.

Sincerely,



Hanna Petagara