

RESIGNATION LETTER

AUGUST 16, 2024

9th floor, Ayala Center Cebu Tower Bohol Street , Cebu Business Park, Cebu City

Dear Cathelyn Ruto,

I am writing this letter to formally resign from my position as a call center representative. Today, August 16, will be my last day of work.

This is due to the reason that I have to move back to my province to be with my family. I need to go there as soon as possible to resolve a personal matter. I regret for not being able to give any advance notice as to my departure. I wish you the best in your new endeavors, and I hope that you find another good rep to fill my place.

Thank you for the opportunity you've given to me to be a part of this company. I made a lot of friends that treat me as a family. I'd learn a lot of lesson that helps myself to grow and be more responsible.

Sincerely,



Jeverjun Perales

