

July 18, 2024

IPLOY, OPC,
16TH Floor, One Montage,
Archbishop Reyes Avenue
Cebu City 6000

Dear TL Josie,

RE: IMMEDIATE RESIGNATION

With reference to the above, with much regret, I would like to inform that I am resigning as a Customer Service Representative due to our current family problem that it is very hard for me to balance it with work, effective immediately as today's date, July 18, 2024.

My tenure with IPLOY has been a memorable experience and the knowledge and skills acquired are priceless. Therefore, I would like to extend my sincere gratitude for the support, guidance, and assistance given to me.

Lastly, I thank you for giving me the opportunity to serve and be part of your team and wish all the best to the company.

Thank you,

A handwritten signature in black ink, appearing to read 'Chluie Politan', written in a cursive style.

Chluie Politan