

House No. 8 Patville Subdivision,  
Kasambagan, Cebu City, 6000  
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February 11, 2025

iPloy Staffing Solutions  
16th Floor, One Montage,  
Archbishop Reyes Avenue,  
Cebu City, Cebu, 6000

To Whom It May Concern;

Please accept this letter as my formal resignation from my position as Customer Service Representative at iPloy Staffing Solutions effective today, February 11, 2025.

I regret to inform you that I am resigning due to personal reasons. I am grateful for the opportunity to work with you and with the management. However, it was a difficult decision to make but it's for the sake for my personal growth and be able to be in a greener pasture.

Please let me know if there's anything else I can do to assist.

Sincerely,

Lud Shannen Salcedo