

146 B.Rodriguez Extension
Sambag 2 Cebu City 6000
May 29, 2025

To Whom It May Concern,

Please accept this letter as formal notice of my immediate resignation from my role as Customer Service Representative at iPloy OPC, effective on May 29, 2025.

I'm sincerely thankful for the opportunities I've had to grow and contribute during my time here. After careful consideration, I've decided to take the next step in my career to further develop professionally and take on new challenges. This decision is rooted in my long-term career aspirations and personal growth goals.

Thank you again for the support and encouragement during my time at the company. I wish you all continued success in the future.

Warm regards,



Marve Mendoza