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iPloy OPC

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Dear iPloy,

I hope this letter finds you well.

Please accept this letter as my formal resignation from my position as a customer service representative.

Due to unforeseen circumstances, I find it necessary to step down from my role with immediate effect. I regret any inconvenience this sudden departure may cause to the team and to the company. Please be assured that I will do my best to ensure a smooth transition of my responsibilities.

I want to express my gratitude for the opportunities and experiences I have had during my time in iPloy. It has been a pleasure working with you.

I will return any company property or materials in my possession promptly. Please inform me of the necessary steps to complete my offboarding process.

Thank you very much for your understanding.

I wish the company a continued success, and I sincerely apologize for the inconvenience caused by my sudden departure.

Yours sincerely,

Cherry Rio Tampus