

January 30,2025

Iploy Staffing Solution

16th floor One Montage ,Archbishop Reyes Avenue Cebu City

Dear Ma'am and 'Sir

This is Elmer Colita I would like to render my formal resignation as (CSR) Customer Service Representative due to my personal reason effective this 30th of January 2025 (Thursday) .

I appreciate your opportunities for growth and development you have provided as tenure. Thank you for the guidance and support.

Sincerely yours'

A handwritten signature in black ink, appearing to read 'Elmer R. Colita', with a large, stylized flourish at the end.

Elmer R. Colita