

KIMBERLY T. SILAGPO

M.L. Quezon National Highway
Lapu-Lapu City, Cebu

February 01, 2025

iPloy OPC
16th floor, One Montage, Archbishop Reyes Ave
Cebu City 6000

To whom it may concern:

Good day Ma'am/Sir,

Please accept this letter as my formal resignation as Customer Service Representative with iPloy OPC effective today February 01, 2025

I am regretfully resigning solely not in a way that I am dissatisfied with my work, but based on my personal reasons. I'm thankful that I had a chance to meet and have known you all personally. My job means a lot to me and I have to come to think my colleagues as my second family. However, the recent event that I am going through have made my decision strong enough to make this resignation happen. I would need to give some time for myself and take a break due to the anxiety I've been experiencing. With this, I might be unable to meet the expectations of my full time role in the company.

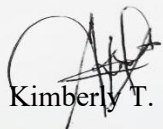
My sincere apologies for being unable to provide two weeks notice.

I truly appreciate the opportunities for my professional and personal growth that this company have provided. I value all the things I have learned that will surely be a great help for me in my future endeavors, especially for the mentorship my 60MC family and the other people bestowed in me whom I am in debt for my career growth.

Thank you so much for the support that you have given me during my time as your agent and as an employee in the company. I am very thankful for the opportunities 60MC, iPloy OPC has given me. I will always be grateful for everything I learned throughout my stay as well as the experiences and friendship I have gained here. I place incredible value on the months of guidance you've provided, I will surely miss working here and working with all of you and I wish you well in the future.

Again, thank you for everything. I wish you and iPloy OPC nothing but success in the future.

All the best,



Kimberly T. Silagpo