

October 10,2022

HR Department

IPLOY OPC

Cebu City, Cebu

To whom it may Concern,

Please accept this letter as my formal resignation from my position as Cash Posting Specialist at Posting Department, effective October 17,2022.

I appreciate the opportunities for growth and development you have provided during my tenure, thank you for your guidance and support.

Please let me know how I can be of help during my transition period. I wish you and the company very best going forward.

Sincerely,

A handwritten signature in black ink, appearing to be 'CPACA', written over a circular stamp or watermark.

Christian Paca